

## Medicine (MD) Group

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**Introduction** This classification standard mapping tool has been developed to ensure consistency in applying the *Medicine* classification standard to UCS-style work descriptions and to assist in identifying and collecting information that may be missing from these work descriptions.

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**Getting Started** Before you begin, you will need to read the entire work description. The map will guide you to the UCS elements where you are most likely to find the information you need to evaluate the position for each of the factors in the classification standard. However, there may be relevant information elsewhere in the work description. You may also have to talk to the manager and consult other sources of information such as your human resources information system, or other documentation to gain a good understanding of the position being evaluated.

In the map below, you will find a list of the elements in the UCS-style work description that are relevant in applying the *Medicine* classification standard, for each of the factors in the standard. The factors in the classification standard appear on the left. The map will also help you identify other information that is required to evaluate the work description, as well as where you can find this additional information. The UCS element(s) that are considered most relevant to the factors in the classification standard appear in **bold**.

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<i>Nature of Activities</i>	<i>UCS Element</i>	<i>What to look for</i>
	Information for the Use of Others	Responsibility for developing and disseminating information will provide an indication of scope, variety of activities, use of approaches, methods and techniques, and requirement for knowledge
	Well-being of Individuals	Responsibility will reflect scope, type of activities, techniques etc., as well as requirement for knowledge

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<i>Nature of Activities</i> <i>...continued</i>	<i>UCS Element</i>	<i>What to look for</i>
	Leadership of Human Resources	Management activities will provide an indication of scope of work, and program administration knowledge required; activities related to informal leadership (committees, representation, etc.) will also reflect scope and variety of activities
	Ensuring Compliance	Relevant as indicator of scope and variety of activities, requirement to ensure compliance with regulations, policies etc. and make decisions about compliance; (very relevant for positions that are regulatory in nature)
	<b>Job Content Knowledge Application</b>	<b>Breadth and depth will provide a good indication of scope of work, degree of specialization, variety of activities, use of approaches, methods, techniques, etc. and requirement for knowledge</b>
	<b>Contextual Knowledge</b>	<b>Application of contextual knowledge indicates requirement for knowledge of programs and departmental functions as well as areas of specialization and applicable regulations, policies, etc.</b>
	Communication	Difficulty of communication tasks reflects the knowledge required, complexity of programs, etc.
	<b>Intellectual Effort</b>	<b>Will provide a good indication of knowledge required, variety of activities, use of approaches, methods, techniques, etc.</b>
	Other information required and where to find it	Accountability - organization chart, manager Variety of activities – Key activities, manager
<i>Responsibility for Activities</i>	Information for the Use of Others	Responsibility for information will reflect/confirm latitude for exercise of initiative and judgement in providing advice, guidance, developing standards, defining objectives, etc. for communities, individuals, officials, etc.

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<b><i>Responsibility for Activities</i></b> <i>...continued</i>	<b><i>UCS Element</i></b>	<b><i>What to look for</i></b>
	Well-being of Individuals	May indicate latitude for exercise of initiative and judgement for positions in clinical roles
	Leadership of Human Resources	Reflects the responsibility for assessing quality of work of others, providing advice and guidance to staff, etc.; may also indicate responsibility for informal leadership and leadership of committees
	Money	Relevant for impact of activities on the commitment of financial resources
	Ensuring Compliance	Reflective of range of advice given and latitude
	<b>Job Content Knowledge Application</b>	<b>Breadth and depth of knowledge in areas of specialization reflect responsibilities for assessing quality of work, defining problems, making decisions, recommendations, etc.</b>
	<b>Contextual Knowledge</b>	<b>Application of contextual knowledge provides a good indication of the level of authority and latitude to define problems and objectives, establish guidelines, provide advice, recommendations, etc.</b>
	Communication	Difficulty of communication tasks relevant to responsibility for providing advice
	<b>Intellectual Effort</b>	<b>Complexity of problems encountered and approaches to their resolution will indicate impact of activities, level of analyses, responsibility for defining problems, concepts and objectives, providing advice, etc.</b>
	Other information required and where to find it	Position in organization – organization chart, manager
<b><i>Administration</i></b>	<b>Leadership of Human Resources</b>	<b>Good indication of nature of supervisory and management responsibilities</b>
	<b>Money</b>	<b>Relevant for requirement for control of financial resources</b>
	<b>Physical Assets and Products</b>	<b>Relevant for requirement for control of physical assets and resources</b>
	<b>Job Content Knowledge Application</b>	<b>Relevant for managerial knowledge</b>

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<i>Administration</i>	<i>UCS Element</i>	<i>What to look for</i>
<i>...continued</i>	<b>Contextual Knowledge</b>	<b>Relevant for coordination of work with that of others</b>
	Intellectual Effort	Relevant for problems encountered in the administration of programs, management of staff and resources, etc.
	Other information required and where to find it	Organization chart, key activities, manager may provide further information

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