



Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

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Job Board Posting



Careers.Indigenous.Link

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Complaints Decision Writer, Complaints And Practice Investigations

Job ID	A4-F3-CA-0C-9F-CB	
Web Address	https://careers.indigenous.link/viewjob?jobname=A4-F3-CA-0C-9F-CB	
Company	College of Physicians and Surgeons of BC	
Location	Vancouver, British Columbia	
Date Posted	From: 2025-09-25	To: 2026-03-24
Job	Type: Fixed-term	Category: Health Care
Job Salary	The Compensation Range For This Position Is \$71,120 To \$88,900 Per Year.	
Languages	English	

Description

Complaints Decision Writer, Complaints and Practice Investigations

Full-time, temporary (Five months) with the possibility of extension

The complaints decision writer is key to the College of Physicians and Surgeons of British Columbia (CPSBC) having responsibility to produce documents related to the activities of the complaints and practice investigations department. This complaints decision writer provides support to the deputy registrar and to panels of the Inquiry Committee as required in accordance with CPSBC policies and procedures and in compliance with the Bylaws pursuant to the Health Professions Act (HPA).

The complaints decision writer reports to the conduct manager and works closely with the deputy registrar and medical reviewers and will also interact with CPSBC committee members, legal counsel, and other department staff.

Please view the full posting and apply online at

<https://jobs.dayforcehcm.com/en-US/cpsbc/CANDIDATEPORTAL/jobs/1074>

Experience

- five years of experience in a legal environment such as a paralegal or a similar; or a background in health care and a willingness to acquire familiarity with relevant legal concepts
- knowledge and understanding of CPSBC practice standards and guidelines, the Health Professions Act, BC Family Law Act, BC Health Care (Consent) and Care Facility (Admission) Act and other legislation related to the adjudication of CPSBC complaint matters
- experience with technical writing and familiarity with legal and medical terminology
- ability to research health related standards and best practices as it relates to the drafting of conduct-related dispositions
- above-average writing skills in English
- excellent editing and proofreading skills
- training and experience in plain language writing would be an asset
- experience in minute-taking
- proficient in Office 365 and MS Teams
- stay abreast of the latest health regulatory trends and bring a curious and innovative mindset to the team
- self-motivated with above-average analytical and problem-solving skills, including capacity to generate solutions independently or in collaboration with others
- proven ability to perform multiple tasks, balance continuous demands and priorities, and meet deadlines
- strong interpersonal and communication skills in individual and team-based settings
- ability to maintain a calm and collaborative demeanor during busy or stressful times
- ability to exercise good judgment in recognizing scope of authority
- ability to recognize and protect confidential information

How to Apply

Click Apply Now!