Career Development Series: General Pediatrics-Outpatient & Inpatient
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Objectives
• Discuss the variety of general pediatrics jobs available and opportunities
• Understand the steps and timeline in searching for a general pediatrics position
• Review CV, cover letters, and references
• Outline the components of the interview day and what preparation is needed
• Identify the importance of benefits and other options that may be offered
• Review process of negotiating and deciding on final offers

Disclaimer: We will not discuss PHM fellowship and board certification. There will be a separate evening session dedicated to this specific topic.

Resources
• Residency alumni and networks!
  – Not just in the Bay Area, but throughout the US
• AAP Website
  – Website can be difficult to navigate, but lots of great information
  – “Managing Your Career” Section
  • Job Search Process
  • Job Seeker: Tips on Interviewing
  • Negotiating an Agreement
  • Setting Up A Practice
• AAP PedJobs: http://jobs.pedjobs.org/
  – Also links to Resources for Residency Interviews, Interviews, etc
• AAP Section on Hospital Medicine: http://www.aaphospmed.org
• Academic Pediatric Association (APA): http://www.academicpeds.org/
• Stanford Pediatric Career Development Website
  – Includes job listings!
General Pediatrics Considerations

- Outpatient Primary Care
  - Well Child Care
  - Urgent Care
  - Nursery
  - ED consults
- Hospital Medicine
  - Pediatric wards
  - Nursery
  - Subspecialty Hospitalist (NICU, PICU, CVICU, SCT, Surgical, other)
  - Transport
  - Sedation
  - ED consults
  - Rehabilitation facilities

- Academic vs Community setting
- Small vs large practices
- Clinical work, research, education, advocacy, IT, policy, QI, administration
- Specific clinical duties (outpatient, nursery, inpatient, ED consults)
  - Continuity vs episodic care, procedures
  - **There can be regional variation in this. Ex, more small and/or rural practices do combination of all 3 vs larger and/or academic tend to not have inpatient and +/- nursery
- Schedule/Call
- Location
- Patient population
- Flexibility, able to work part-time
### Exposure to Different Settings

- Electives
- Away Rotations
- Informational Interviews/Shadowing
- Networking
- Career Panels
- National Conferences
  - AAP
  - PAS, regional APA
  - Pediatric Hospital Medicine

### Helpful Electives for Primary Care

- Community Pediatrics: allows you to visit multiple primary care sites in Bay Area, customizable
- Complex care
- Continuity clinic
- Child psychiatry/DBP
- Dermatology
- ENT
- Sports Medicine/ortho

### Helpful Electives for PHM

- Hospitalist: PEC, Watsonville
- Complex care
- Sedation
- Anesthesia
- Transport
- ED
- Infectious Disease
- NICU (delivery experience)
- Neuro
- Rehab
- Surgery
- Palliative Care

### PHM Board Certification

- Training Pathway
  - Fellowship
- Practice Pathway
  - Temporary during 1st 3 exam cycles (2019, 2021, 2023)
    - Most recent 4 years of full-time practice, at least 50% in professional activities (clinical care, teaching, QI, research, etc)
      - At least 25% devoted to direct patient care (and cannot be exclusively niche areas, ie: NICU, PEM, WBN, etc)
- For more information: [https://www.abp.org/content/pediatric-hospital-medicine-certification](https://www.abp.org/content/pediatric-hospital-medicine-certification)
Timeline for Seniors Seeking Jobs

**Fall-Winter (Oct-Dec)**
- Send Cover Letters & CVs

**1-2 weeks later (and q3 months after)**
- Follow-up with Phone Call

**Fall-Spring**
- Interview

**Winter-Spring**
- Receive & consider offers; possible negotiations

**Winter-Spring**
- Decide

*Consideration if looking out of state: review licensing requirements, variability*

Realities of Formal Timeline

- Can feel stressful as the process is more fluid than applying for fellowship
- Job availability is not predictable (i.e., openings when residents are graduating) so take the timeline with a grain of salt
- Job availability is not equivalent to how competitive a candidate you are (so don’t give yourself a hard time!)
  - Those who are successful in the process are persistent and follow-up to find out as positions become available
  - The process is a marathon, not a sprint!
- There is always extra help, pool positions, as you are figuring out what is the right fit for you
  - Don’t feel like you have to commit to your first offer just because you have an offer

What is Academic General Pediatrics Fellowship?

- Typically 2 years, can be more depending on goals.
- No separate board certification test
- Focuses:
  - 1. Research
    - Many get masters in public health or clinical research
  - 2. Education
    - Methods of teaching, evaluation and assessment of learners
  - 3. Career Development & Leadership
    - Academic leadership, administration, healthcare organization and delivery, advocacy

What is Academic General Pediatrics Fellowship?

- Variety of topics researched
  - Medical education
  - Health care delivery systems and outcomes
  - Racial and ethnic disparities
  - Public policy & advocacy
  - Quality Improvement
  - Practice-based research and community interventions
- Also, have varying clinical commitments
Timeline for Seniors Seeking Fellowship**

- **Jul-Oct**
  - Send fellowship applications, LOR
- **Jul-Oct**
  - Consider specific inquiries
- **Sept-Dec**
  - Interview
  - Talk to mentors, weigh options, etc
- **Winter**
  - Receive offers

How to Find Out About Job Opportunities

- **Word of Mouth & Networking**
  - Many jobs are not "listed"
  - Residency alumni and networking, mentors, advisors, PD/APDs, continuity clinic preceptors
- **Send out feelers**
  - Email CV and cover letters, even if job not posted
- **Formal job listings**
- **Moonlighting**
- **Career Panels & Fairs**

Preparing What You Will Need for the Process

- Cover Letter
- CV
- References
- Personal Statement (Fellowship)

Cover Letters

- **Purpose**
  - Introduces you to the employer
  - Identifies what type of job you are seeking (ie, primary care, urgent care, nursery, etc)
  - Highlights a few reasons why you would be an excellent candidate
- **Logistics**
  - Several paragraphs, one page MAXIMUM
  - Sent with your CV
  - Can be in the body of an email or attachment
**Curriculum Vitae (CV)**

- Standard, simple, clear format
  - At least 11 point font
  - Have multiple people review, no grammatical errors!
- Components
  - Education & Training (**reverse chronological order**)
    - Residency
      - Stanford Pediatrics Residency Program
      - Scholarly Concentration: XX
      - Continuity clinic:
- **Use template (see reference)**

**References**

- Total: 3-4
  - 1 from Program Director or APD
  - 1 from Continuity Clinic (+/- outpatient rotation) or hospitalist
  - 1 from scholarly concentration project mentor
  - Best letters come from people who know you well
  - When asking someone for a reference, be sure to ask if he/she can provide a strong recommendation on your behalf
    - Out of courtesy, ask early!
    - May ask you to provide them your CV cover letter
    - Provide reference names, contact information (email, phone) at same time as you send CV and cover letter

**Reference from PD**

- To request,
  - Send email to PD and Michelle Brooks
  - Also, fill out link: [https://stanforduniversity.qualtrics.com/jfe/form/SV_cAuMPdjbGwhApL?RID=MLRP_bf0prlg6SQVAe77QCHL=email](https://stanforduniversity.qualtrics.com/jfe/form/SV_cAuMPdjbGwhApL?RID=MLRP_bf0prlg6SQVAe77QCHL=email)
  - Request must be 6 weeks ahead of due date

**Personal Statement (Fellowship)**

- Include clinical passion
- Reason for pursuing fellowship
- Highlight prior scholarly work
- Identify specific goals for fellowship training
Scheduling Interviews

• Sooner the better, and be persistent
• Try to cluster interviews because the timing of interviews at some places may overlap with offers from other places
• Preparation: Do your homework!
  – Learn about the places you are going to visit
    • Read the website (some more informative than others)
    • **Talk with others familiar with the group/practice

Preparing: Common Questions Asked

• Be prepared to answer these questions:
  • Why did you decide to enter a career in pediatrics? And why XX?
  • Why are you interested in our practice/group?
  • What do you want your career to look like in 5/10/15 years?
  • What is the most satisfying part of being a pediatrician? Biggest frustration?
  • Describe a medical error and how you dealt with it.
  • Describe how you dealt with a co-worker that had a difference in opinion.
  • What is your greatest accomplishment?
  • What makes you unique?
  • What do you bring to the practice?
  • Practice: Mock interview sessions with mentors, advisors, APDs

Interview Day

• Be early!
• Be flexible (and stay calm)
  – Every interview process is different!
    • Group vs individual, structured vs unstructured, several rounds over months, phone interviews, involving seeing patients or shadowing
• Dress and act professionally
• Everyone you meet is interviewing you (even when not directly)—admin, MA, nurses, etc.
• Yours goals:
  – To promote yourself
  – Determine if its a good fit for what you are looking for

Interview Day Questions

• What is the “culture” of the institution or practice?
• What will the actual duties involve?
  – Clinical sites and duties (ie, clinic, nursery, wards, etc)
  – Number of patients per day/panel volume
  – Number of call nights and weekends (what are the responsibilities)
  – Dedicated administrative time (returning phone calls, charting, referrals, etc)
  – Non-clinical expectations (admin, teaching, other)
  – What support staff is available
  – Answering service
    • Is RN first call or MD? All day or only at night?
• Avoid asking too many nuts and bolts questions on the initial interview
# Interview Day Questions

- How are young physicians mentored?
- How long do physicians typically stay in the practice?
- How is evaluation and promotion handled?
- Are there any significant upcoming changes (people leaving, mergers, etc)?
- What is the physician payment rate? Basis for scale (ie salary, seniority, productivity, call load, etc)
- Benefits (more on this later...)
- Specific to setting
  - Business Aspects: Payer mix, financial stability, becoming partner

# Interview Day Questions (Fellowship)

- What is the time commitment of clinical and scholarly activities?
- How are fellows mentored clinically?
- How are fellows mentored scholarly?
- How are fellowship directors involved?
- What has been the success of prior fellows in their scholarly work? And what have they gone on to do after fellowship?

# After an Interview

- Take detailed notes
  - Immediately afterwards, while fresh on your mind
    - what you did and did not like
    - what you learned
- Write a thank you note or email to your interviewers

# Receiving Offers

- Initially, may receive verbal offers
- Make sure you get written contract shortly thereafter
- Compensation = Salary + Bonuses + Benefits
  - Clarify what salary will be
  - Clarify what bonuses depend on
- Clarify job being offered
  - Nuts and bolts: hours/week, number and type of call, expected non-clinical contributions, dedicated admin time
Benefits

- Vacation
- CME time
- Sabbatical
- Health Insurance
  - How much are you expected to contribute?
- Dental/Vision Insurance
- Life Insurance
- Retirement Plans
- Benefits for domestic partner, spouse, children
- Reimbursements
  - Board exams
  - Medical license
  - DEA
  - CME/Education funds
- Leadership and/or skills development opportunities
- Maternity/Paternity policy
- Loan repayment
- Housing
- Tuition benefits for dependents

Benefits

- Benefit packages are very important!
  - May represent 1/3 of your overall compensation
- Malpractice Insurance
  - Insurance that covers you while you are at a practice
- Tail Insurance
  - Insurance that covers you after you leave the practice
  - Ex: Patient sues you and/or practice 5 or 10 years afterwards when no longer there

Part-Time Work

- Very common, especially in pediatrics
- FTE= Full-time equivalent
  - Often considered 36-40 hrs/wk
- Part-time= anything less than full-time
  - Ex. 0.5 FTE (or 50%) typically 18-20 hrs/wk
- *Pay attention to what benefits you are eligible for
  - Often you need to work ≥ 50% time to get any at all; can range from none to 50% to full
- Many places have contracted, non-contracted opportunities (extra help, etc)

Deciding on Offers

- Take a deep breath...think about it
- Talk about it with family and friends
- Talk about it with trusted mentor/advisor
- Consider negotiating your contract
- Consider having a lawyer review the contract (esp if joining small practices)
- Do NOT feel like you are “locked in” for life when you accept a job offer. Life changes.
  - Its ok if after 1-2 years, another opportunity comes or you feel like no longer a good fit
**Contract Negotiation**

- Fair Market Value
  - See what people in the area, in similar practices, are paying for MDs coming out of residency
- Different organizations have different expectations
  - Some don’t do any negotiating, others expect it
- Things that are negotiable:
  - Job specifics, percent FTE, salary
- Usually non-negotiable:
  - Non-compete clauses (can’t work for other organizations at the same time), benefits
- If people say “best and final offer”, it is usually true

- Typically have *at least* 2 weeks to decide on your offer
  - Acceptable to ask for expected timeframe if not provided one
- Balance: knowing your bottom line and what you are willing to “bend” on
  - Do NOT feel pressured to take the 1st job offer if it’s not a good fit for you

**After You Have Accepted the Job....**

- Lots of paperwork!
  - Medical Licensure
    - If moving states, apply ASAP
      - Can take up to 9 months
      - Can make you look like a more serious applicant if started process before/during search process
  - Credentialing paperwork
    - Keep photocopies
    - Follow-up with credentialing office to verify everything being processed to not delay start date

**Questions?**