Pediatric Hospital Medicine Career Panel

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Overview

- What is a hospitalist & how do I know if I want to be one?
- What is a PHM fellowship?
- What is the timeline for preparing for jobs/fellowships?
- How do I prepare/make myself competitive?

Timeline For Seniors Seeking Jobs

<table>
<thead>
<tr>
<th>Event</th>
<th>Senior Year September -October</th>
<th>Senior Year Fall-Spring</th>
<th>Senior Year Winter-Spring</th>
<th>Senior Year Fall-Spring</th>
<th>Senior Year Winter-Spring</th>
</tr>
</thead>
<tbody>
<tr>
<td>Send Cover Letters and CVs</td>
<td>1-2 weeks later and q2-3 months thereafter</td>
<td>Senior Year Fall-Spring</td>
<td>Senior Year Winter-Spring</td>
<td>Senior Year Fall-Spring</td>
<td>Senior Year Winter-Spring</td>
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<tr>
<td>Follow-Up with Phone Call or email</td>
<td>Interview</td>
<td>Receive &amp; Consider Offers; Possible Negotiation</td>
<td>Decide</td>
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</table>

Timeline For Seniors Seeking Fellowships

<table>
<thead>
<tr>
<th>Event</th>
<th>Senior Year July-Sept</th>
<th>Sept-Nov</th>
<th>Fall</th>
<th>Nov 30</th>
<th>Dec 14</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fellowship Applications</td>
<td>Interview</td>
<td>Talk to mentors, weigh options</td>
<td>Submit NRMP Match List</td>
<td>Match Day!</td>
<td></td>
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Resources

- Stanford Pediatric Career Development Website (http://peds.stanford.edu/career-development/)
- PHM Fellows’ website: PHMFellows.org
- AAP SOHM (aap.org/sohm)
- AAP jobs listings: www.pedjobs.org
- Advisor
- Program Director & Fellowship Director

How to Identify Career Goals

- Particular passion
- Patient population (i.e. underserved, minority language, etc)
- Continuity of care vs. episodic care (urgent care, hospitalist)
- Procedures
- Deaths and bad news

How to Identify Career Goals (cont)

- Community hospital, children’s hospital
- Roles: clinical work, research, QI, education, advocacy/policy, global health
- Schedule
  - Daytime vs. nighttime
  - On-service time vs. shifts vs. set schedule
  - Ability to work part-time
- Geography
Exposure to Different Careers

- Electives (PEC elective, Watsonville elective, away rotations)
- Informational Interviews/Shadowing
- Networking Opportunities
  - Residency Alumni
  - National Conferences
      - SOHM meets for one day
    - Society for Hospital Medicine (SHM): Las Vegas, NV, May 1-4, 2017
    - Pediatric Academic Societies: San Francisco, CA, May 6-9, 2017
    - Pediatric Hospital Medicine: July 20-23, 2017, Nashville, TN

How to Find Out About Job Opportunities

- Many different choices (i.e., do what you love)
- Many jobs are not listed
  - Talk with mentors, residency alumni
  - Send out feelers: email cover letter and CV, even if a job is not posted

How to Find Out About Job Opportunities (cont)

- Stanford website:
  - peds.stanford.edu → program information → career development → how to apply for jobs → current job openings
- AAP Website: www.pedjobs.org
- Notices via mail and email
- Networking, career fairs
- Moonlighting, Locums Tenens

How to Find Out About Fellowship Opportunities (cont)

- Phmfellows.org
- Individual fellowship program websites
- PHM National Conference
- Ask for introductions
Preparing What You Will Need

• Jobs:
  – Cover Letter
  – CV
  – References (3)

• Fellowships:
  – Personal statement
  – CV
  – 3-4 letters of recommendation
  – Common application

Cover Letters

• Purposes of a Cover Letter
  – Introduce yourself & what type of job you are looking for (ie. wards, nursery, subspeciality, etc)
  – Highlights a few reasons why you would be an excellent choice (your strengths)

• Format
  – Several paragraphs up to one page maximum
  – Send along with your CV via formal email

Components of a CV

• Name, Address, Email, Phone
• Medical Training
  – Residency (years attended)
    • Optional: include pertinent electives or key rotations
• Education (reverse chronological order)
• Professional Experience
  – List any related experience here (moonlighting, etc)
• Honors and Awards
• Licenses and Certification
  – Board Certification (if applicable), CA medical license, DEA
  – PALS and NRP

Components of a CV (cont)

• Teaching Experience
• Research/Scholarship
• Publications & Presentation
• Professional Organizations
• Volunteer & International Experience
• Special Skills
  – Languages spoken
  – Research or other skills
  – Ability to do special procedures: circumcision, etc
References & Letters of Recommendation

• 3-4 Total
  – Program Director should be one
  – References should know you well and preferably come from the clinical background to which you are applying
• When asking someone to be a reference, be sure to ask if he/she can provide a strong recommendation on your behalf

Fellowship Personal Statement

• What do you want your story to be?
• Area of interest (clinical or other)
• Highlight prior scholarly work
• Identify specific goals for what you want to learn in fellowship
• Long-term goals, and how fellowship will help you get there

Preparation for Interviews

• Do your homework
  – Website
  – leadership structure
  – Talk with insiders
• Be prepared to answer questions
  – Why do you want the position?
  – What are you looking for?
  – Why would you be a good fit?
• Be prepared to ask questions
• Do a practice interview

Interview Day

• Your goals:
  – To promote yourself
  – To evaluate the potential job/fellowship and determine if it fits what you are looking for
• Be flexible! The number and type of interviews (group, individual) varies
• Dress and act professionally
Interview Day Questions

- What will the actual duties involve?
  - Clinical sites and duties
  - Number of days/shifts, call nights, weekends
  - Other expectations: teaching, committees, etc
  - Dedicated time for research/admin/QI
- How are new physicians mentored?
- How is evaluation and promotion handled? How does one advance?
- Are there any significant upcoming changes? (People leaving, mergers, etc.)
- What else should you know about the job?

Specific questions for fellowships

- How are fellows mentored?
- Success of prior fellows/fellowship?
- How are fellowship directors involved?

Academic Positions

- Know the different academic tracks and what is required to advance in each track at the institution (usually on the academic affairs webpage):
  - ie: research-track, clinician-educator track, etc

Offers

- Initially, may receive verbal contract, followed by written
- Clarify job being offered
- Compensation = Salary + Benefits
  - Benefits are very important – may represent 1/3 of your overall compensation
- Consider offer: seek advice, consider negotiating
Benefits

- Vacation/CME Time
- Health/Dental/vision insurance
- Retirement plans (401K, 403b, Pension Plans)
  - Matching vs. non-matching
- Benefits for Domestic Partner, Spouse, Children
- Maternity/Paternity Policy
- Loan Repayment
- Malpractice Insurance.
- Tail Insurance
  - Malpractice insurance that covers you after you leave the practice
- Life Insurance
- Disability Insurance
- Child care accounts
- Reimbursement for
  - Boards
  - Medical License
  - DEA
- CME/Education Stipend
- Tuition Benefits for Dependents
- Housing Benefits
- Sabbatical
- Other Benefits

Part-Time Work

- Very common, especially in pediatrics
- FTE = Full-time Equivalent
  - Full-time is often considered 36-40 hours/week
- Part-time = Anything less than full-time
  - Example: 0.5 FTE often 18-20 hours/week
- Pay attention to how benefits are affected by part-time status
  - Often you need to work \geq 50\% time to get any benefits at all
  - Benefits for 0.5 FTE vary from none to 50\% to full benefits

Negotiation

- When to negotiate?
- Different organizations have different expectations
  - Some places don’t do any negotiating
  - Others expect you to negotiate
- Know market value, personal goals
- Be respectful: this person may be your future boss
- Ask questions “would it be possible…”
- Prepare to answer within 2 weeks if needed (though can ask for an extension)

Negotiation (cont)

- Things that are often negotiable:
  - Job specifics (i.e. % time in different areas)
  - Percent FTE
  - Salary (sometimes)
  - Comparison with other offers you have received
  - Exit clauses
- Usually Non-negotiable:
  - Non-compete clauses (where you can practice after you leave)
  - Benefits
  - Moonlighting outside system if working more that a certain percentage of FTE
  - Salary (sometimes)
Licensure & Credentialing

• Get a medical license ASAP if changing states
  – Can take up to 6+ months
  – It makes you seem like a more serious applicant
  – Places are more likely to hire you if they don’t have to worry that you will be licensed in time
• Complete credentialing paperwork ASAP
  – Can take up to 6 months
  – Can’t start work until credentialing is complete

Key points

• Find what you’re passionate about
• Be in a place you want to be
• Don’t stress!

Questions?