



Interviewing for your first Job: Defining Your Time & Negotiating a Contract

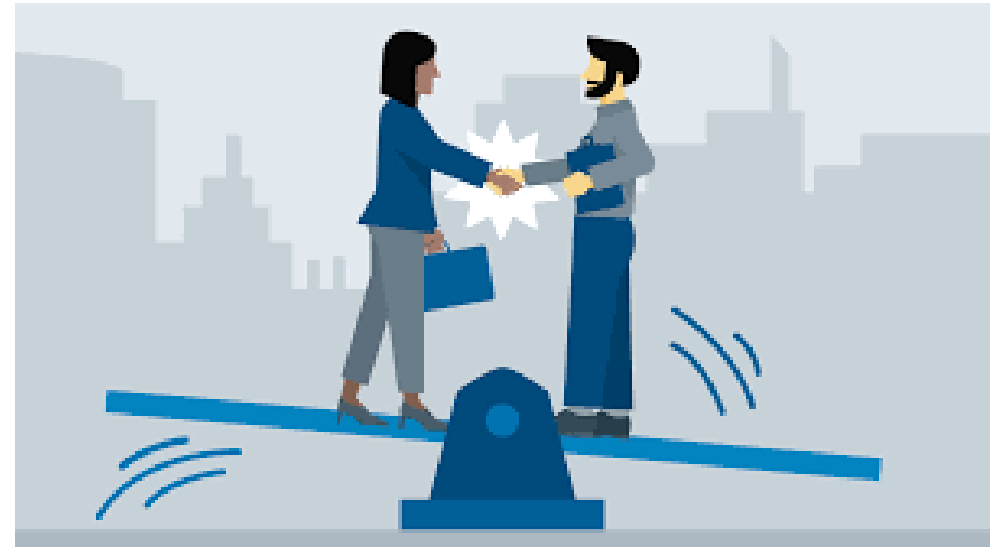
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ID WEEK FELLOWS' DAY

OCTOBER 19, 2022

Objectives

- ❑ Build successful interviewing skills
- ❑ Discuss the principles of negotiation
- ❑ Analyze the breakdown of FTE time for physicians in academic institutions
- ❑ Empower you to recognize your must haves and deal breakers & then ask for them and stay true to yourself on deal breakers





Starting the job search

- ☐ Maintain an up-to-date CV!
 - ☐ Make sure there are no typos or inaccuracies
- ☐ Write your cover letter
 - ☐ Make several versions that are detailed for the specific job description
 - ☐ Let someone read it and provide critiques (may be hard, but is necessary)
- ☐ Look at job opportunities on PIDS website
 - ☐ Don't be afraid to send your CV & cover letter to a hospital that you would like to work in even if they don't have an opening
- ☐ Send these out 9-12 months before the end of fellowship

Factors to Consider

- ☐ **Academic & Clinical fit**
 - ☐ Basic science powerhouse?
 - ☐ Roles for Clinician Educators, ASP, Infection Prevention, etc.?
 - ☐ Spectrum of clinical activity (large referral center, bread and butter hospital)
- ☐ **Culture of the Section/Division**
 - ☐ Colleagues get along?
 - ☐ Perceptions of Division Director/Chief?
- ☐ **Organization culture**
 - ☐ Mission/Vision, values
- ☐ **Location & fit for family**
- ☐ **Compensation package (Last on purpose!)**



Consider your must haves

- ❑ There is no perfect job
- ❑ Every position will have a trade off (or two)
- ❑ Figure out what is MOST important to you/spouse/family, etc.





The Interview Day

- ☐ Ask ahead to interview with specific people
- ☐ Have some questions prepared in advance
- ☐ Clinical needs and scope
- ☐ Be ready to talk about your short- and long-term goals
- ☐ Be ready to talk about your strengths & areas you want to improve
- ☐ Ask about growth opportunities



The Interview Day

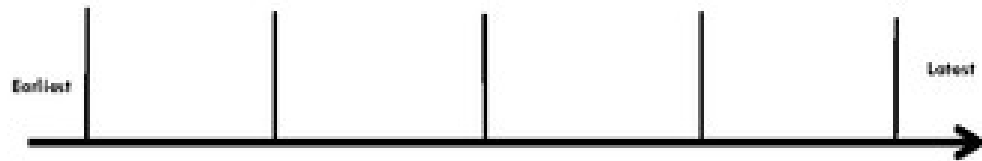
- ☐ Wear comfortable clothes
- ☐ Get rest & eat
- ☐ Engage all team members
- ☐ Take a tour: hospital, clinic, etc.
- ☐ Explore the city





At the End/After the Interview

- ☐ Find out their timeline for making decisions/offers
- ☐ Know your timeline as well & be honest about it
- ☐ Follow up with any questions you may have
- ☐ Send a Thank You note!



Thank You!

Negotiation

Negotiation: a process in which two or more parties resolve a dispute or come to a mutual agreement.





Potential Outcomes

- ❑ One party makes out like a bandit, while the other is feeling exploited
 - ❑ Ok for a one-off situation
 - ❑ Should not happen in a long-term relationship
- ❑ Both parties have needs that the other can fill, reach mutually agreeable terms and leave feeling satisfied and ready to work together



VS.





Potential Viewpoints

YOUR VIEW

- ☐ Early in 3rd year of fellowship
- ☐ Desperately seeking position
- ☐ Job market may feel tight (or not)
- ☐ I will take what I can get
- ☐ I will do whatever they ask of me
- ☐ Geography is important to me

DIVISION DIRECTOR/CHIEF VIEW

- ☐ I run an understaffed division
- ☐ We are planning an expansion
- ☐ I need a new researcher/scholar to help drive our research platform
- ☐ I need a good clinician
- ☐ I have a key niche to fill (ASP, IC, etc)



Additional Viewpoints

YOUR VIEW

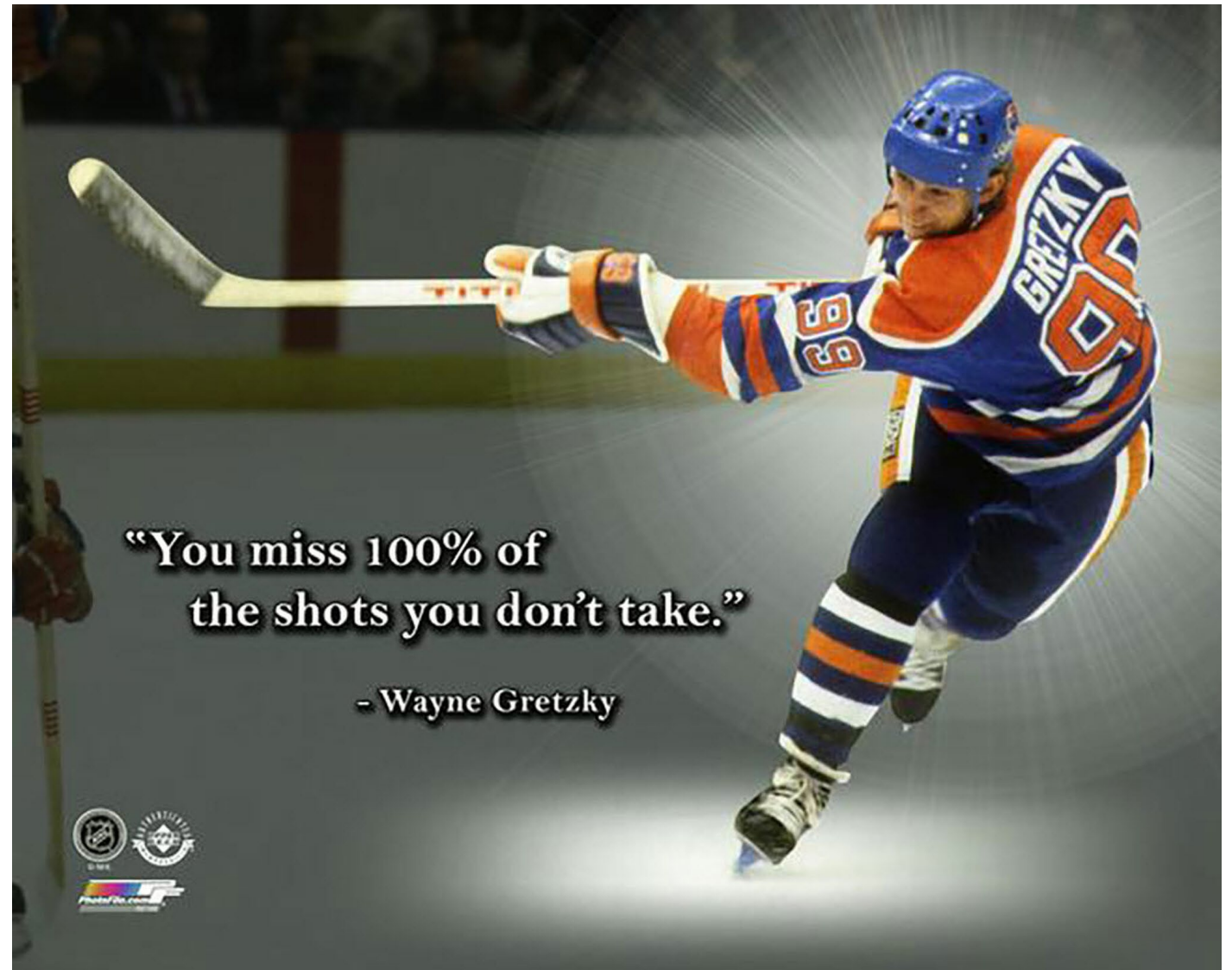
- ☐ I know I can care for complex patients
- ☐ I have accomplished my scholarly work
- ☐ I have future goals and career plans
- ☐ I want an opportunity to grow professionally
- ☐ I am open to new opportunities

DIVISION DIRECTOR/CHIEF VIEW

- ☐ I will find/dedicate resources to hire a good candidate
- ☐ I will advocate for them
- ☐ I am recruiting someone to help them succeed
- ☐ I want to help my faculty grow professionally

Bottom Line

- ☐ You have significant value and are a desirable candidate
- ☐ You can fill the needs of a division
- ☐ You have shown that you deserve what you are asking for
- ☐ Make people say “No” to you; You might be surprised by “Yes”





Considerations

How is your time divided:

- Clinical
- Administrative
- Research
- Teaching
- Service

Academic rank:

- Instructor vs. Assistant professor
- Promotion tracks, tenure vs. not, is there a pathway for you?

Philosophy and Culture

- You have little influence on this; but it is super important!!

Compensation package:

- Salary, benefits, other (travel, CME funds, society memberships, licensure, etc.)



Defining your FTE

- ❑ FTE = Full Time Equivalent
- ❑ cFTE = Clinical Full Time Equivalent
- ❑ No standard within and across subspecialties
- ❑ Benchmarking
 - ❑ Need to know if you will need to meet a benchmark as an individual or as a group
 - ❑ Some hospitals expect 50th %
- ❑ Many things go into this: billable vs. non-billable time, inpatient volume, outpatient volume, billing and coding accuracy, etc.



Clinical FTE Time

DEPARTMENT OF PEDIATRICS
DIVISION OF Infectious Diseases
ESTIMATE OF CLINICAL WORK WEEK (CWW) FOR 100% CLINICAL FACULTY
FY 2023 WORKSHEET

CLINICAL CATEGORY	UNIT	UNIT TYPE	HRS / UNIT	ACTUAL UNITS PER WEEK	# OF WEEKS	TOTAL HRS PER YEAR
Call - 24 Hour	1	Full Day	24			0
Call - Weeknight	1	Night	16			0
Call - Weekend	1	Weekend	24			0
Call - Weekday	1	Day	8			0
Inpatient Service- Main	1	Week	24	7	6	1,008
Outpatient E&M Based Clin	1	Half Day	4	1	32	128
Inpatient Service- IC	1	Week	24	7	8	1,344
Fellows Clinic	1	Half Day	4	1	23	92

Estimated Total Clinical Hours Per Year ----> **2,572**

Estimate of CWW of 100% Clinical Faculty (based on 46 wks)----> **55.91**

wRVUs

Medicaid Reimbursement
Health Affairs February 2022

wRVUs = work relative value units

- wRVUs are assigned for every patient encounter, procedure, etc.
- Multiplied by a conversion factor to = a specific dollar amount

Medicare = \$33.58 per wRVU
(Medicaid is often lower and depends on state)

- Medicaid average = 0.72



Non-clinical FTE time

☐ Administrative

- ☐ Specific role with job description & expectations/deliverables (e.g., Clinical/Medical director, PD/APD)

☐ Research

- ☐ Grant funded and hospital funded
- ☐ Abstracts, papers, grant applications

☐ Teaching

- ☐ Specific role with job description & expectations/deliverables (e.g., Liaison for resident rotation, course director)
- ☐ Often there is no protected time for mentorship of scholarly work; may get a bonus from it though

☐ Service

- ☐ Institution (e.g., hospital committees)
- ☐ University (e.g., medical school committees)
- ☐ Regional/National organization (e.g., AAP, PIDS, ABP, etc.)



Non-clinical FTE time

- ❑ Find out what is standard at a particular institution
- ❑ What are the expectations for the time within a category
 - ❑ 1-2 papers/grants per year?
 - ❑ Developing curriculum with metrics for a new or established rotation?
 - ❑ Teaching a semester-long class?
 - ❑ FTE time for committee members or just committee Chairs? What does that look like?



Elements of Compensation

- ☐ Base salary

- ☐ Moving allowance, signing bonus, protected time

- ☐ Variable compensation/Bonus structure

- ☐ wRVU for clinical work
- ☐ Academic achievements
- ☐ Citizenship components
- ☐ Teaching/service components

- ☐ Other benefits:


- ☐ Health
- ☐ Disability/Life insurance
- ☐ Retirement contributions
- ☐ Vacation time
- ☐ Tuition assistance
- ☐ Childcare availability
- ☐ Parking
- ☐ Sporting event tickets
- ☐ CME



Salary

- ❑ Many institutions use national benchmarking databases
 - ❑ AAP (specific to academic pediatrics & includes rank-based salary)
 - ❑ MGMA (typically private practice)
 - ❑ Sullivan-Cotter (also used in academic pediatrics but rank based salary not available)
 - ❑ AAMC (medical school database, not specific to pediatrics)

**AAP Base Compensation
Midwest Region**

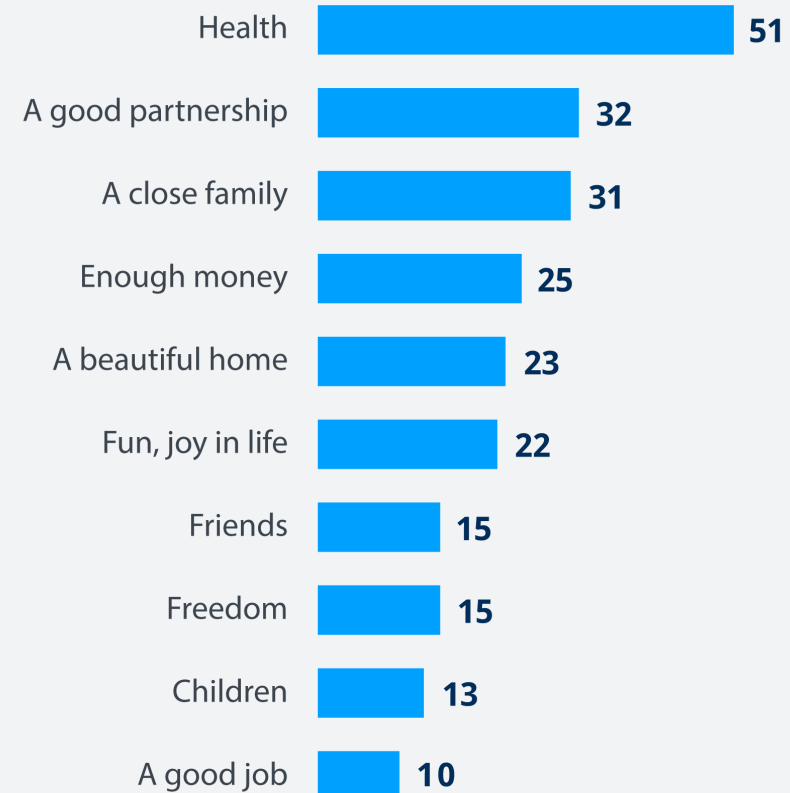


Rank	25	50	75	90
Assistant Professor	148,614	159,645	172,000	194,490

Thoughts on Happiness

- ❑ High salary with too much to do and not enough time will not make you happy
- ❑ Moonlighting to make ends meet is typically NOT a long-term solution
- ❑ Fair salary where you are valued & have great colleagues is the sweet spot

What does happiness mean to you?



Source: YouGov (Statista) | data in %

©DW



What is negotiable?

Salary
(to some extent)

Clinical FTE
(depends on
division needs)

Advanced
degrees

CME/
memberships/
retirement

Start up funds
or seed money
for research

Technical
support
(statistician,
pharmacist)

Potentially rank
(Instructor vs.
Assistant vs.
Clinical Asst.)



- ❑ You have worked hard to get where you are
- ❑ You are highly qualified to do your job
- ❑ Know your must haves and deal breakers and be true to yourself
- ❑ Do your homework. Prepare in advance!
- ❑ Be open to new possibilities that you may not have considered previously

SENDING YOU
GOOD LUCK VIBES