

EMERGENCY MEDICINE JOB INTERVIEW QUESTIONS

You will work Where, When, How Hard, For How Much - with what resources and what consequences?

Environment:

- **Contract**
 - Work for hospital, hospital group, or multi-hospital group?
 - Employee, Independent Contractor, or Partner?
 - FTE status – including:
 - Minimum required and/or expected shifts/hours per month and/or year?
 - Number of guaranteed shifts/hours per month and/or year?

- **Hospital**
 - Working Where: hospital(s), fast track, urgent care?
 - Who chooses where and when?
 - Staffed (not licensed) beds - and average occupancy percent?
 - ICU capacity and census?
 - Overflow, boarding, bypass hours?
 - Who covers ED boarders?
 - Who runs in-house codes?
 - Subspecialty back-up (Hospitalist, Intensivist, Trauma surgery, Ortho, Neurosurgery, Facial/Hand, Cardiology, etc.)?

Emergency Department:

- **Facility:**
 - Capacity - total number of beds and/or chairs?
 - Critical care, trauma, fast track, peds, geriatric beds?

- **Volume:**
 - Total volume (adult/peds/fast track)?
 - Trauma level?
 - Admissions percentage (adult/peds)?
 - Transfers/month? (eg: burn, psych, ob, trauma, peds, stemi)?

- **Staffing:**
 - Number of Physician hours scheduled?
 - Day/night
 - Weekday/weekend
 - Length of shifts?
 - Average patients per hour per physician?
 - Physician extender hours (PA or APN)?
 - Independent – or require oversight / chart signature?
 - If oversight, average number of patients per shift?
 - Average patients per hour per physician extender?
 - Medical direction for EMS?
 - Scribes?

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- **Ancillaries:** (including in-house vs call-in hours)
 - X-Ray, CT, MRI, Ultrasound, Nuclear
 - In ED? Or do patients leave department?
 - If leave, who is responsible for the patient while out of department?
 - Upload into EMR, or separate system?
 - Average and maximum turn-around-times for images? For written readings?
 - Interventional Radiology, Cardiology, and/or Neurology?
- **Physician Requirements:**
 - Board Certified EM only; or accept FP or IM with ED experience?
 - Accepting Visa candidates (J-1 waiver, or H-1B)?
- **Academic Affiliation & Level** (paramedic, nursing, med student, residency):
 - What school(s), what quality?
 - Position come with an academic title?
 - Responsibilities/required hours (teaching/lecturing, research/publishing)?
- **Administration**
 - Required hospital activities (committees, marketing, community relations)?
 - Nursing/Registration/Housekeeping report to ED, or separately?
 - Admin role(s) available (assistant director, ultrasound director, EMS, etc.)?

Compensation:

- **Pay Period:**
 - Same month – biweekly or monthly?
 - Month following month worked?
- **Hourly rate:**
 - regular, overtime, and holiday?
- **Shift differential:**
 - Nights and/or weekends?
- **Guaranteed minimum** annual salary?
- **Incentive Pay:**
 - Volume model: expected patients per physician per hour?
 - RVU model: conversion rate?
 - Mean and median incentive compensation? Min/Max range for group?
- **Bonus:**
 - Productivity, quality, and/or profit sharing
 - Performance requirements
 - Expected amount of bonus:

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Malpractice Insurance

- Paid?
- Occurrence or Claims Made?
- Guaranteed minimum limits of at least \$3mil / \$1mil?
- If Claims Made – tail coverage guaranteed, paid, and include minimum limits?

Benefits:

- **Paid Time Off (PTO)**
 - Vacation? Sick time? Holidays?
- **CME**
 - Paid time?
 - Annual reimbursement amount?
 - Separate funds for required licenses, med staff dues, etc?
- **Insurance:**
 - Health, vision, dental, life, disability?
 - Cost – individual and/or family?
- **Tax Deferred Savings:**
 - 401K, 403B, defined pension plan?
 - Matching funds?
- **Start-up Help**
 - Sign-on bonus?
 - Student loan repayment?
 - Relocation allowance?

Partnership:

- Number of years to partner decision?
- Buy-in amount?

Citizenship:

- How long has the group had the contract?
- Current contract expiration date?
- EM Physicians sit on Group or Hospital committees and/or governance board?