

Training Program Directors' Committee Webinar: Virtual Recruitment

9 & 10 June 2020 → 23 June 2020

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Session Overview

- Housekeeping Details
- Training PD Committee Recommendations
- National Organization Recommendations
- Timeline
- Pre-Recruitment Planning
- Interview Day Considerations & Planning
- Resources
- Messaging to Applicants

Housekeeping Details

- Webinar presentation (Michael)
 - ID PD questions have been incorporated throughout
- Q & A (Jessica, Scott, Elaine)
- Please type questions into the chat
 - Patty and Cassie will monitor
- Information reflects review of published materials + consensus of ID Training Program Directors' Committee
- Sessions will be recorded and posted

Training PD Committee Recommendations

- Virtual recruitment for all applicants for all interviews
- No in-person second-look visits
- This includes local candidates
- On the honor system

Recommendations

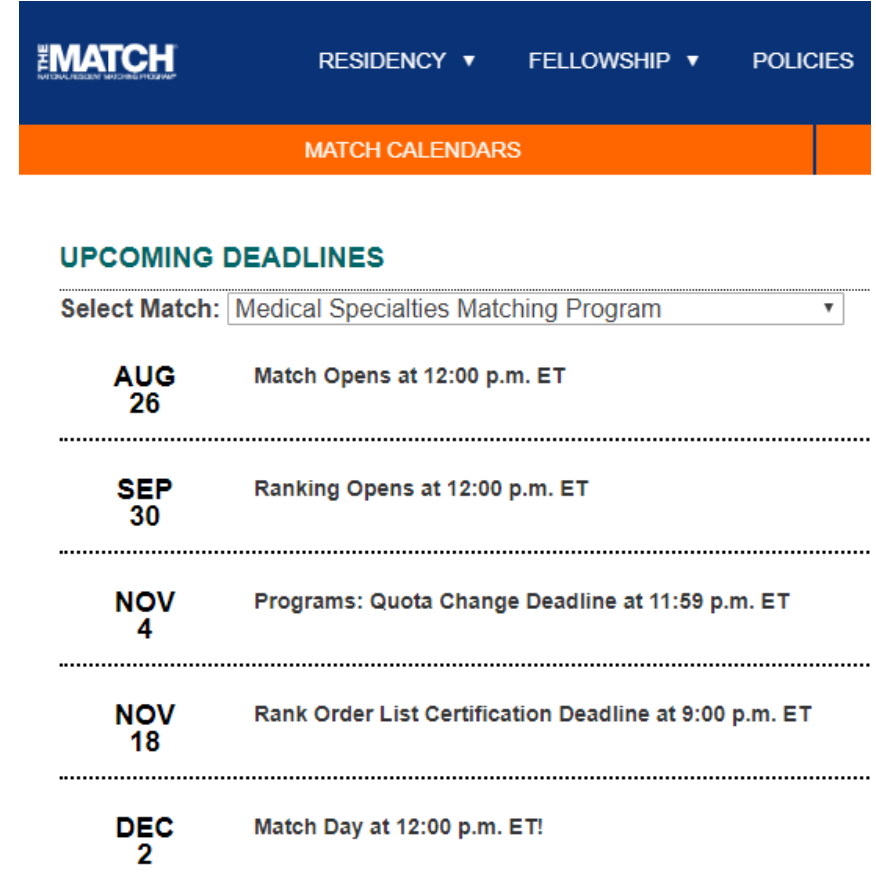
- In keeping with [Coalition for Physician Accountability \(including AAMC and ACGME\)](#) and [AAIM guidance](#)
 - Coalition “recommends that all programs commit to online interviews and virtual visits for all applicants, including local students, rather than in-person interviews for the entire cycle...”
 - “AAIM strongly recommends residency programs eliminate in-person interviews and adopt virtual platforms to conduct all interviews and site visits, including those for learners at their own institution”
- Reasons: health, safety, equity, reduce confusion & stress

Potential Consequences

- Change in the number of applications received
- Increased flexibility around interviewing
 - Ability to interview a greater number of candidates
 - Greater flexibility of faculty time
- Reduced cost to applicants and programs

Timeline

- 8/12/20: Programs may begin reviewing applications
- 11/4/20: Quota change deadline
- 11/18/20: Rank order list certification deadline
- 12/2/20: Match Day



The screenshot shows the Match website interface. At the top, there is a dark blue navigation bar with the Match logo on the left and links for RESIDENCY, FELLOWSHIP, and POLICIES on the right. Below this is an orange bar with the text MATCH CALENDARS. The main content area is white and features the heading UPCOMING DEADLINES. A dropdown menu is set to 'Medical Specialties Matching Program'. The deadlines are listed as follows:

Date	Event
AUG 26	Match Opens at 12:00 p.m. ET
SEP 30	Ranking Opens at 12:00 p.m. ET
NOV 4	Programs: Quota Change Deadline at 11:59 p.m. ET
NOV 18	Rank Order List Certification Deadline at 9:00 p.m. ET
DEC 2	Match Day at 12:00 p.m. ET!



Timeline


- 10/21/20: Residency programs may begin reviewing applications on 10/21/20
- 1/31/21: Quota change deadline
- 3/3/21: Rank order list certification deadline
- 3/19/21: Match Day

Initial Considerations

- How long will your interview day be?
 - Consider limiting total interview duration to no more than 4 hours
 - Factor in time zone differences
 - Time with current fellows critical to communicating program culture
- If you will have a shorter-than-usual interview day, how will you share information about your program with applicants?
 - Web presence on a budget
 - Virtual engagement in conferences


Initial Considerations

- Opportunity for incorporation of holistic application review
 - Mission-aligned and evidence-based selection process that considers applicant experiences, attributes, competencies, and metrics




Holistic Principles in Resident Selection: An Introduction

Learn
Serve
Lead

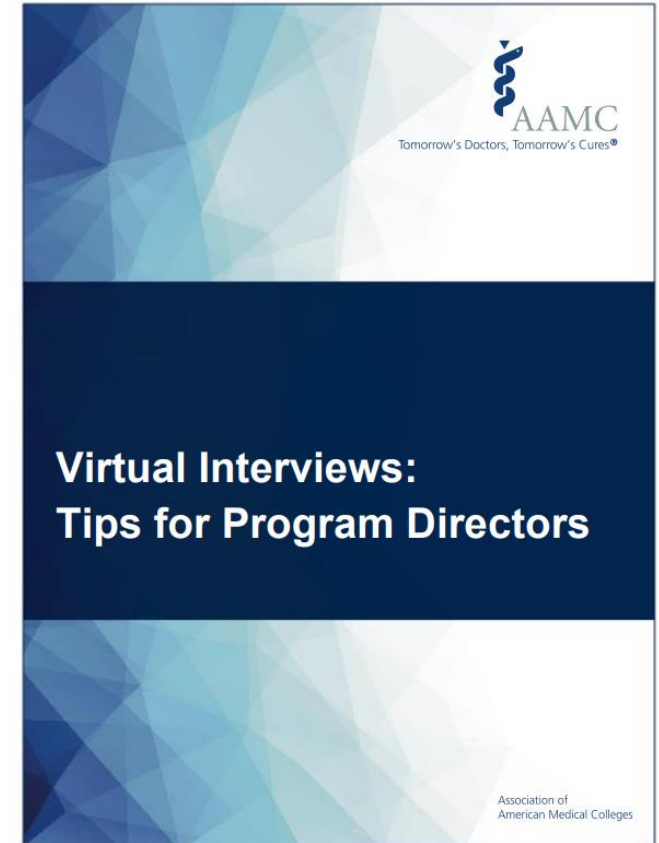


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Initial Considerations

- Live vs. asynchronous virtual interviews
- Live: If standardization desired, PDs & interviewers will need to create this through questions & scoring rubric
- Group or one-on-one interviews?
- Pre-interview worksheet?
- Consolidated vs. more liberally scheduled interviews per applicant?

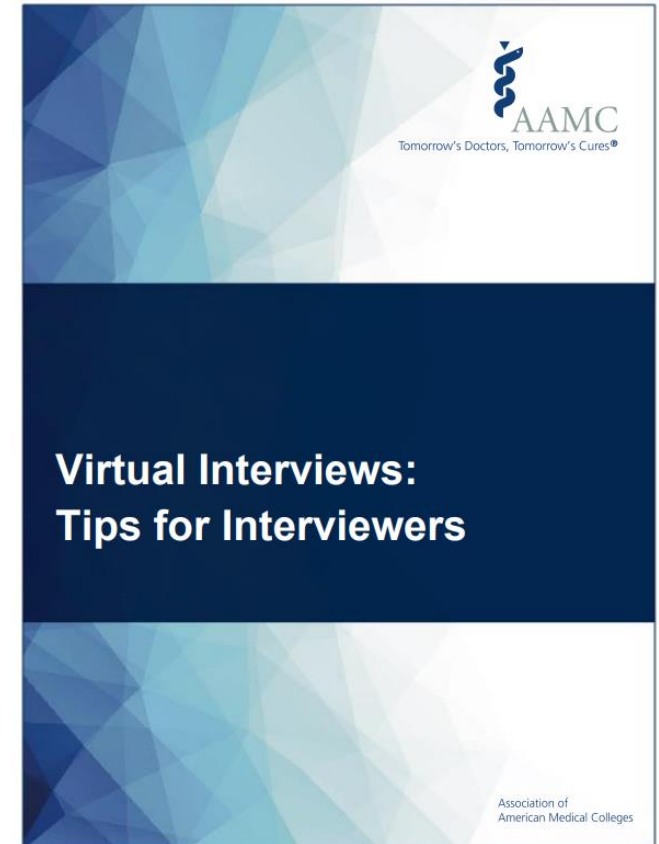


Preparing Applicants in Advance

- Provide details to applicants in advance
 - Update website re: anticipated process
 - Send list of interviewers in advance of interview day
 - Also send pictures of people they'll meet
 - Consider sending materials for review
 - Showcase local facilities and opportunities
 - Provide details of platform (e.g., zoom), transitions between interviews

Preparing Faculty in Advance

- Faculty skills for remote interviewing
- Information to consider:
 - [Holistic application review](#)
 - [Unconscious bias training](#)
 - Standardized questions
 - [Interviewing best practices](#)



Interviewing Tips for Faculty

- Provide them with applicants' names and contact information
- Confirm technology
- Provide tutorial or practice as needed
- Provide contact information for point person if problems arise

Interviewing Tips for Faculty

- Draft a welcome script for them
- Look at the camera (not your screen) when speaking
 - Let the applicant know if you will take notes as your eye contact will be limited as a result; ask that the applicant not interpret this as a lack of interest in their comments
- Turn off other alerts, emails
- Avoid distracting backgrounds

Interview Day & Advance Preparation

- Add ~15 minutes between interviews to provide a break and time for establishment of virtual connection
- Technology practice run
 - Entry of applicants and faculty into breakout rooms
 - Plan transitions between interviews
- Have a back-up plan
 - Try turning off the video functionality
 - Telephone numbers & emails at the ready

Other Questions

- Critical importance of incorporating current fellows
 - Communication of program culture
 - Program guides for applicants
- Ramping up virtual presence on a budget
 - Share resources across your institution
- How to manage application volume
- NRMP re: post-interview day dialogue

Summary Points

- Virtual recruitment for all programs for all applicants
- The timeline seems unlikely to change
- It's not too early to begin preparing
- Consider shorter-than-usual interview days
- An augmented web presence may help
- Prepare applicants and fellows in advance
- Incorporate time with current fellows

Resources

- Resources will be posted here:
<https://www.idsociety.org/professional-development/fellows-in-training-career--education-center/id-fellowship-training-program-director-resources/>
- Resources from AAMC: <https://www.aamc.org/what-we-do/mission-areas/medical-education/conducting-interviews-during-coronavirus-pandemic>
- Coalition Compendium of Resources (with mitigation strategies):
[https://www.aamc.org/system/files/2020-05/covid19 Compendium Resources 05112020.pdf](https://www.aamc.org/system/files/2020-05/covid19%20Compendium%20Resources%2005112020.pdf)

Resources

- Coalition Executive Summary:
https://www.aamc.org/system/files/2020-05/covid19_Final_Recommendations_Executive%20Summary_Final_05112020.pdf
- AAIM Guidance: <https://www.im.org/resources/ume-gme-program-resources/resources-residency-application2021>
- Holistic Application Review:
<https://www.aamc.org/services/member-capacity-building/holistic-review>

Resources

- Unconscious Bias Training: <https://surveys.aamc.org/se.ashx?s=7C7E87CB561EC358>
- Interviewing Best Practices: <https://www.aamc.org/system/files/2020-05/best%20practices%20for%20conducting%20residency%20program%20interviews.pdf>
- U Arizona webinar: https://youtu.be/yDMaYY9_r5g

Baltimore-Specific Resources

- Visit Baltimore video (2:30)
<https://www.youtube.com/watch?v=ay9hL2MPY5w>
- Baltimore neighborhoods: <https://www.livebaltimore.com>

Involve your current residents in the planning

- Incorporate your residents into the recruitment process and planning
 - Current residents are wondering how they can be involved
 - Consider looping in your Housestaff Council Departmental representatives in recruitment planning across residencies
 - Residents can be helpful in social event planning and interview dinners
- Housestaff Council is planning to coordinate resident life efforts:
 - Collecting and aggregating residency links on the GMEC Website
 - Google Tours – Where we live, what we do and where we work (IR/Radiology/HSC)
 - Housing Survey (Ophthalmology/HSC joint)
 - In case you're wondering about... document (IM/HSC joint)
 - For more information contact: TingJia, Aditya or Elaine at HSC@jh.edu

Thank you!

- Lisa Chirch
- Brian Blackburn
- Rachel Shnekendorf
- Victoria Konold
- Connie Benson
- Gayle Balba
- Saira Butt
- Paloma Cariello
- Vera Luther
- Obi Nnedu
- Sarah Perloff
- Raymund Razonable
- Nada Harik
- Wendy Armstrong
- Chris Busky
- Sandy Harwood
- Ashleigh Logan