Administrative Fellowship Program

Community Regional Medical Center

Fresno, California
About Community Regional

Community Regional Medical Center (CRMC) is the flagship hospital of Community Medical Centers (CMC) – a private, not-for-profit healthcare system based in Fresno, California. CMC is the largest provider of healthcare services and the largest private employer in central California, with nearly 8,000 employees. CMC also operates two other acute-care hospitals – Clovis Community Medical Center and Fresno Heart & Surgical Hospital.

CRMC is located on a 58-acre campus in downtown Fresno. Our academic-affiliated medical center has over 5,000 employees and 909 licensed beds, making it one of the largest acute care hospitals in the western United States. In addition to the 685 licensed beds that are on CRMC’s main campus, our other affiliated campuses include the 57-bed Fresno Heart & Surgical Hospital, the 106-bed Community Subacute and Transitional Care Center, the 61-bed Community Behavioral Health Center, the California Cancer Center, and the Deran Koligian Ambulatory Care Center. CRMC’s primary service area is over 15,000-square-miles and our hospital is home to the only comprehensive burn and Level 1* trauma center between Los Angeles and Sacramento. Our 56,000 square-foot emergency department is one of the busiest in the United States and our 84-bed Level 3* NICU supports our community as CRMC is one of the busiest birthing centers in California. For our high-acuity and specialty services – including cardiovascular, neuroscience, trauma, burn, oncology, orthopedics and women’s and children’s services – CRMC serves nine counties throughout California, covering a geographical area the size of Rhode Island, New Jersey and Connecticut put together.

In addition to offering the highest level of care for millions of residents throughout central California, we’re also proud of the fact that as the region’s safety-net provider, we offer those critical healthcare services to all – regardless of their circumstances. Since 2005, Community Medical Centers has provided over $1.4 Billion in community benefit, including uncompensated care and other vital community services. One example of this commitment is Terry’s House, a 17,000-square-foot, two-story home located on the campus of CRMC that provides a supportive residence for families while their loved ones receive critical care in the hospital.

This is all in line with our organization’s mission – to improve the health status of our community, and to promote medical education. In order to meet the second part of our mission, we have a strong affiliation and partnership with the University of California, San Francisco School of Medicine – one of the nation’s leading medical schools. More than 300 physicians receive specialized training each year at CRMC through the UCSF Fresno Medical Education Program. Residency and fellowship training programs include specialties ranging from internal medicine, emergency medicine and critical care surgery to obstetrics/gynecology, pediatrics and interventional cardiology.

* Indicates highest level designation
Program Overview

For our organization to be successful, we need strong and talented leadership at every level. Our administrative fellowship program attracts the best and brightest from healthcare leadership programs around the country, helps them develop and prepares them for leadership opportunities.

Administrative fellows at CRMC are required to be an active member of the facility’s leadership team and participate in a variety of operational, strategic, financial, and business planning activities. This fellowship provides exposure to a variety of facility, corporate, medical staff and Board of Trustee meetings and is both rotational and project-based in nature. Fellows gain an understanding of hospital operations by rotating through different operational areas of the hospital and proactively working to help improve the operations and patient care offered in those areas.

Fellows have the opportunity to become fully immersed in two self-directed projects during the course of the year. They will also work on hospital-wide initiatives during main rotations through the hospital’s key service lines, as well as smaller projects at the unit/departmental level during shorter rotations through various functional areas of the hospital. In addition, fellows will have the flexibility to repeat rotations through selected “elective” slots throughout the year. Proactively identifying and engaging in project opportunities and areas of particular interest are important skills that contribute to leadership development. This fellowship structure will provide a challenging and unique balance between rotations, projects and other ongoing activities – ensuring fellows become knowledgeable and strong leaders.

Fellows report to a member of the facility executive team who will meet regularly with them to talk about fellowship progress, career goals and other opportunities for engagement.

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<th>Fellowship Projects</th>
<th>Main Rotation (Project Based)</th>
<th>Sub-Rotations</th>
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<td>Ambulatory Care/Population Health</td>
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*Rotations are subject to change; sub-rotations include a selection of examples – they will rotate weekly throughout the year.
About Fresno, California

Central California is an exciting and vibrant place to live, work and play. We are perfectly situated in the heart of California and poised to take in all that it has to offer. Living in, or around, the cities of Fresno and Clovis allows residents to bask in over 300 sunny days per year and enjoy a mild climate. In central California we enjoy the benefits of a rich agricultural history and our status as the number one agricultural producer in the nation. Our valley produces a wide variety of food sources (more than 350) that feed the world; some of our largest exports are milk, grapes, raisins, almonds, and tomatoes. We enjoy locally run farmer’s markets year round where we can pick the freshest food possible for our families and enjoy an unmatched taste of quality produce.

Fresno is the fifth largest city in California with over a half million residents and a wonderfully vibrant and diverse culture. The city of Clovis blends beautifully with Fresno. Its population sits just under 100,000 and has award winning schools, close-knit neighborhoods and a wonderful community of locally run businesses that provide all of the services and shopping you could ask for. Fresno and Clovis boast some of the best and most affordable housing markets in California. Whether you prefer an urban loft in our downtown area, a sprawling house in the country, or an excellent suburb community – we have just what you’re looking for.

Outside of work, be prepared for an amazing adventure in our community and throughout California. Fresno and Clovis claim the distinct pleasure of being perfectly situated at the base of three of our country’s most beautiful national parks: Yosemite, Sequoia, and Kings Canyon. Our natural landscape includes lush countryside, mountains, foothills, several lakes, and more rivers than any other county in California. The opportunities for outdoor sports and recreation are endless and perfectly supported by our geography. The cities of Fresno and Clovis are home to numerous wineries, entertainment, sports and art venues and countless culturally diverse restaurants.

Exploring all that Fresno, Clovis and the surrounding cities can offer will take some time. However, you can’t ignore the wonderful playground that is also just outside our own backyard. Los Angeles, San Francisco, Monterey, Pismo Beach, and Sacramento (to name a few) are just a short car ride away. Weekend trips are something that almost all residents of Fresno and Clovis are familiar with and enjoy for a quick, convenient and fun getaway.

We love calling Fresno and Clovis home. Our community is diverse, active and unique, and most importantly – it is home to the employees of Community Medical Centers.
Application Requirements and Process

Applications for our Administrative Fellowship are accepted June 1 through September 30. Candidates must either finish their Master’s Degree prior to the start of the fellowship or be entering a required third year fellowship necessary to complete a Master’s Degree. In either case, applicants must be from a healthcare management program, business administration program or related fields of study. There are two available fellowship positions available each year.

To be considered for the fellowship program the following application materials must be completed and submitted by September 30:

- Cover Letter (addressed to Matt Joslin)
- Resume
- Essay: 1 page, single spaced, addressing the topic: “Describe the future of healthcare, where Community Regional Medical Center fits within the future healthcare landscape and what role you would play in helping CRMC be successful within that environment.”
- Three letters of recommendation (2 professional, 1 academic)
  - To download the required letter of recommendation form, click HERE
- Official graduate and unofficial undergraduate school transcripts

Completed materials should be emailed to CRMCAAdministrativeFellowship@communitymedical.org. Letters of recommendation should be emailed directly from the recommender.

All application materials must be received by September 30, 2016. Incomplete applications, and/or applications received after September 30 will not be considered.

If you are selected for a phone interview, you will be notified to complete our online employment application.

Interviews and Fellow Selection

Completed application packets will be reviewed and top candidates will be selected for phone interviews with Matt Joslin, Associate Administrator. Finalists from the phone interview process will be extended an invitation for an onsite interview. Onsite interviews will span a full day with senior leaders and executives in a variety of panel and/or individual meetings. A comprehensive hospital tour is provided and city tours will be also be offered. This process is designed to provide both prospective fellows and our leadership the opportunity to assess whether our program and facility are a good match. Candidate travel and lodging for the onsite interviews will be provided by the fellowship program. Selection will be made at the conclusion of the site visit process.
Compensation and Benefits

We value our fellows’ contributions and accordingly provide a comprehensive and competitive benefits package.

- Annual base salary of $60,000, paid bi-weekly
- Medical, Dental and Vision insurance effective immediately upon hire
- Paid Time Off (PTO) that accrues at a rate of .0846 hours per hour for an annual equivalent of 176 hours*. Once earned, PTO can be granted with prior approval. **Based on 2,080 work hours in a year.
- Employees will receive a 3-day equivalent lump sum of time into their Sick Bank after a 90-day waiting period from the date of hire.
- Extended Sick Time that accrues at a rate of .023080 hours per hour, which is equivalent to 48 hours* per year. **Based on 2,080 work hours in a year.
- Participation in our leadership development program DELTA (Developing Exceptional Leaders Through Action)
- Long Term Disability Coverage equal to 50% of your salary with option for higher coverage
- Basic Life Insurance
- Free access to our employee assistance program, Insight
- Free access to Errand Solutions, an onsite concierge service
- Free access to our new employee Fitness Center
- Free covered parking
- Relocation assistance may be provided

* Please note: benefit offerings are subject to change during the fellowship year; our benefits run on a calendar year basis.

Contact Info

If you have questions about our application process, please contact:

Recruiter, Stephanie Delgado
CRMCAdministrativeFellowship@communitymedical.org
(559) 459-2225