



Preparing for your interview

A little bit of prep can help you forecast interview success.

WEATHER CHANGES EVERY DAY. Sometimes, the forecast is accurate. Other times, it feels sponsored by places that sell bread, milk and eggs. The analogies between preparing for a winter storm and a physician looking for their first or next job are telling.

Preparing for the interview (storing up for the storm)

Just like a household needs to stock up on the essentials before an approaching storm, a physician needs to take all essential steps to be ready for their next job.

The first step is to prepare your CV. This explains who you are, your professional goals and background. It should do so cogently and concisely. These few pages should give an employer enough information to be intrigued and interested in initiating a follow-up.

While working on your CV, identify three or more people who can serve as references. References should be capable of discussing your professional skill set and interpersonal dynamics. The employer will also want to better understand you as a person. What is your temperament? How do you respond to stressful situations?

Before your interview, learn more about the community in which the job is located and the professional challenges and opportunities there. Know something about the

largest health systems. Are they growing or contracting? How many private practices in your specialty are in the community? Doing your homework will help you determine patient population and your ability to thrive in the community.

The interview is now (the snow is falling)

Present yourself professionally. It is always better to be a half notch too dressed up than to be underdressed during the interview.

Learn two or three facts about each person you are scheduled to meet during your interview, and use those topics as a conversation bridge.

Consider why the employer needs to hire you. Is someone retiring? Is there too much patient demand? Is the division or department or private practice expanding its catchment area? Was a physician terminated or is leaving unexpectedly? How do those hiring reasons align with your professional priorities?

Before an interview, assemble a list of the most important items you need for this job to be a go. Is it the annual salary? Bonus potential? Work location? Professional staff assistance? Allocation of patients? Growth opportunities?

Understand your professional deal-breakers. There may be items you don't want to do, or you'd like the opportunity to do. Is the on-call schedule equitable? Is there a minimum or maximum call frequency? Is there



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pay for “extra” call? Can you do extracurricular work and retain any remuneration and ownership related to those activities? What is the employer’s family leave policy?

Think about your next job while interviewing for this one. Does the prospective employer have an occurrence or claims-made professional liability policy? Does the employer have a noncompete, nonsolicit or non-interference clause? How would the terms affect your future options?

Post-interview steps (cleaning up after the storm)

No matter how the interview went—good or bad—make sure to send a thank-you note to everyone you met during the interview process.

If you thought the interview went well and this is a job of interest to you, be sure to express it. Ask the prospective employer the expected timing for the next steps in the process. Once there’s talk of an offer, find a health care contract lawyer so they are ready to review your offers.

Getting ready for spring (and your next job)

Some physicians are more inclined than others to always be on the lookout for the next job. Others are content to ride out the storms and the ups and downs before seriously considering moving on. Either way, it’s always better to be ready for the unexpected. Keep your CV updated. Stay engaged with your professional references. Know what is important in any job, and what you’re willing to concede. The better prepared you are for the interview process (or storm), the greater the likelihood of a successful outcome. •

BRUCE D. ARMON (bruce.armon@saul.com) is a partner and chair of the health law division at Saul Ewing LLP (saul.com). He regularly helps physicians and providers with business of medicine issues: contracts, compliance issues, mergers, fraud and abuse and HIPAA items.

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