

ADMINISTRATIVE FELLOWSHIP IN HEALTHCARE LEADERSHIP AND MANAGEMENT (HLM)

HLM FELLOWSHIP CORE DIDACTICS SCHEDULE

MONTHLY DIDACTICS (FOR ALL FELLOWS)	FORMAT	Frequency
Intro Session / Departmental Shindig	Didactic	Annually
ED Clinical Operations	Didactic	Annually
ED Nursing Operations	Day-in-the-Life	Annually
ED Quality & Patient Safety	Didactic	Annually
ED Chair	Didactic	Annually
ED Informatics & Analytics	Didactic	Biannually
Innovation & Telemedicine	Didactic (Tele Offices)	Biannually
Managing ED Staff / ED Finance	Didactic	Biannually
ED Staffing Models &	Didactic	Biannually
Medicolegal/Risk/Litigation	Didactic	Biannually
Compliance	Didactic	Biannually
ED Billing & Coding	Day-in-the-Life	Biannually
ED Laboratory Services	Tour (Lab)	Biannually
Hospital Disaster Management /MCI	Tour (Comm. Center)	Biannually
EMS	Didactic/Tour	Biannually
Hospital Patient Flow/PPOC / Logistics	Tour	Biannually
ED Radiology Services	Didactic	Biannually
ED Pharmacy Services	Didactic	Biannually
Hospital/Departmental Operations	Didactic	Biannually
ED Patient Experience	Didactic	Biannually
Nursing Hierarchy & Org Leadership	Didactic	Biannually
Hospital/Departmental Operations	Didactic	Biannually
EM Supply Chain	Didactic	Biannually

HLM FELLOWSHIP MENTORSHIP SCHEDULE

Fellows will meet with the departmental chair quarterly, and all the vice chairs of the department in the first 6-8 months of the fellowship. Mentorship meetings will then be made with directors of service or senior executives based on individual fellows' interests.