



## MATCH POINTS

# A Game Plan for Recruiting the Right (& Retainable) Doc



A master recruiter will always shape and tweak the recruitment plan to best serve the unique needs of each candidate and ED opportunity, but to maximize efficiency and long-term results, he or she needs a blueprint that's designed to make a match—not just a hire.

Following a targeted campaign to find suitable candidates, utilize this match-minded checklist as a basis for your recruitment process:

### Stage I: Preliminary Screening (Recruiter)



#### Review Qualifications

CV, board certification/eligibility, additional certifications, etc.



#### Determine Compatibility

- Probe each viable candidate about their practice style, expectations/priorities related to practice environment, career, ED and hospital culture, community, lifestyle, recreation, social, etc.
- Communicate specifics about the opportunity as well as the ED (volume, beds, provider ratio, support staff, culture, EMR), hospital, patients, community.

**Note: Beware of providers focused on rate and benefits.**



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#### Stage II: Next Level Screening (ED Medical Director)

- Conduct Phone Interview**  
*More in-depth discussion of needs and expectations of all stakeholders—candidate, ED team and leadership, hospital, and community—and what candidate and opportunity can offer the other.*



#### Stage III: In-person Visit

- Formal Interviews with Leadership**  
*Medical director, administrators/decision makers, heads of other departments*
- Review and Discuss Sample Contract**  
*Contract should outline rate/salary, hour/shift requirements benefits (health, dental, life, disability, retirement, CME, vacation, etc.), malpractice coverage, and bonus/incentive plans if applicable. Informal Meeting/Meal with ED Team.*
- Tour ED, Hospital and Any Affiliated Sites**
- Host Spouse/Family Community Tour**  
*Introduce neighborhoods/housing opportunities; places of worship; schools; recreational/social opportunities in line with interests of client and family.*

#### Stage IV: Close the Deal

- Follow Up with Selected Candidate**  
*Gauge/affirm commitment and finalize any details.*
- Make Offer**
- Begin Credentialing, On-boarding Process**



The tools and techniques detailed in this checklist are based on the proven methods of SCP Health, one of the largest providers of physician staffing and management services to healthcare facilities in the United States.

Learn more at [scp-health.com](http://scp-health.com) (800) 893-9698.