



APPENDIX J - RESIDENCY, FELLOWSHIP & GME ENGAGEMENT TOOLKIT

A full system to build long-term recruitment pipelines through residents, fellows, and academic partnerships

Residents and fellows are the **single largest stable supply** of new physicians in the U.S. yet most hospitals and health systems engage them inconsistently or too late.

This appendix equips your readers with a complete, structured system for engaging residents, fellows, program directors, and GME leaders long before graduation, helping organizations:

- Build early relationships
- Strengthen their employment brand
- Become a “destination site” for new graduates
- Improve long-term recruiting predictability
- Reduce last-minute recruitment panic
- Create continuity pipelines for specialties
- Increase retention through early mentorship

This toolkit supports GME strategy at both system and specialty levels.



SECTION 1 - GME ENGAGEMENT STRATEGY OVERVIEW

Why GME relationships matter.

A strong GME strategy helps organizations:

- Identify future candidates 1–4 years before graduation
- Build name recognition with residents and fellows
- Develop mentor pipelines
- Influence final career decisions
- Reduce reliance on cold outreach
- Improve recruitment predictability
- Strengthen alignment with training programs
- Increase community physician retention

Successful organizations build GME relationships **continuously**, not just when there's a vacancy.

SECTION 2 - RESIDENCY & FELLOWSHIP OUTREACH CHECKLIST

Use annually for every specialty you recruit.

Identify Programs

- ☐ Local programs
- ☐ Regional programs
- ☐ National top-tier programs
- ☐ Programs matching your specialty needs
- ☐ Osteopathic programs



- ☐ Military training programs

Build Contact List

- ☐ Program directors
- ☐ Associate program directors
- ☐ Chief residents
- ☐ Program coordinators
- ☐ Fellowship directors

Outreach Preparation

- ☐ Introductory email templates
 - ☐ Annual job summary
 - ☐ Training program overview
 - ☐ Required competencies for your organization
 - ☐ Virtual event date options
 - ☐ Travel budget for job fairs or GME visits
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SECTION 3 - RESIDENCY/FELLOWSHIP OUTREACH TEMPLATES

Professional, warm, and aligned with what residents want to hear.

A. Initial Program Director Email

Subject: Partnership Opportunity for Your Graduating Residents

Hi Dr. _____,

My name is _____ and I help lead physician recruitment for _____ Health. We're looking to strengthen our PGY-3/PGY-4 and fellowship outreach and would love to share our opportunities with your residents at a time convenient for you.

We can provide:

- A brief 12-minute overview
- Q&A tailored to your program
- Future on-site or virtual career discussions

If you're open to connecting, please let me know what dates work best.

Warm regards,

B. Resident/Fellow Outreach Email

Subject: Opportunities for Graduating Residents & Fellows

Hi Dr. _____,

Congratulations _____ on _____ approaching _____ graduation! We'd love to share a high-level overview of the opportunities we have at _____ Health, including:

- Case mix
- Call schedule



- Compensation models
- Mentorship structure
- OR access
- Loan support options

If you'd like a short intro call, I'd be happy to set up a time that fits your schedule.

Warmly,

C. Annual GME Newsletter Template

“For Residents & Fellows: Career Opportunities & Training Pathways”
(Use quarterly or annually.)

SECTION 4 - EARLY PIPELINE RELATIONSHIP MAP

How to engage residents from PGY-1 through fellowship.

PGY-1 – Introduce

- Light brand awareness
- Provide learning resources
- No direct recruiting

PGY-2 – Educate

- Virtual sessions
- Invite to conferences
- Begin relationship building

PGY-3 – Engage

- Discuss career paths



- Introduce local opportunities
- Build mentor connections

PGY-4/PGY-5 – Recruit

- Site visits
- Full interviews
- Offer letters
- Compensation education

Fellows – Convert

- Target subspecialty match
- Surgical volume alignment
- OR access and complex case support

This relationship map has been proven to double new graduate hiring in many systems.

SECTION 5 - GME PRESENTATION OUTLINE

15-minute presentation for residency/fellowship programs.

1. **Who we are**
2. **Our patient population**
3. **Case mix & procedural opportunities**
4. **Call model**
5. **Mentorship structure**
6. **Compensation overview**
7. **Loan repayment opportunities**
8. **Community features**



9. Early career support

10. Next steps to connect

Provide a QR code for residents to schedule a call.

SECTION 6 - RESIDENT & FELLOW CAREER DEVELOPMENT WORKSHOPS

What you can offer to build trust and visibility.

Offer workshops such as:

- How to evaluate job offers
- Understanding compensation (wRVUs, salary, RVU rates)
- How to negotiate professionally
- Financial planning for new physicians
- Managing call burden
- How to evaluate OR access and case mix
- Understanding PSLF and loan forgiveness
- Building your early career brand

Residents LOVE organizations that invest in their professional growth.

SECTION 7 - RESIDENT & FELLOW TRACKING SYSTEM

Your future talent pipeline database.

Track:

- Resident/Fellow
- PGY Level
- Specialty



- Interest Level
- CV Received
- Follow up Date
- Mentor Assigned
- Interest Levels:
 - High (actively interviewing)
 - Medium (future potential)
 - Low (aware but not engaged)

This turns GME engagement into a strategic pipeline.

SECTION 8 - GME PARTNERSHIP PLAYBOOK

Formal structure for alignment with training programs.

Elements include:

- Annual GME partnership meeting
- Shared goals and expectations
- Research collaboration
- Training rotations
- Visiting faculty exchanges
- Early career mentorship
- Annual job fair sponsorship
- Curriculum support in key areas
- Loan assistance programs

Long-term partnerships produce consistent candidate flow — year after year.



SECTION 9 - “NEW GRAD SUCCESS PATHWAY” TEMPLATE

Your organization’s structured support model for first-year physicians.

1. Pre-start mentoring
2. High-touch onboarding
3. Case mix protection and coaching
4. Weekly rounding
5. Early wins roadmap
6. Monthly milestone review
7. OR support & staff alignment
8. Community integration assistance
9. Career goal setting
10. 12-month evaluation & pathway

This model dramatically increases retention for new grads.



SECTION 10 - RESIDENT & FELLOW RECRUITMENT

SCRIPT LIBRARY

Simple phrases recruiters and leaders can use.

Opening

line:

“Hi Dr. _____, I work with _____ Health. I help residents like you navigate the job search process.”

If they’re not ready:

“No pressure at all. I’d just love to be a resource as you think about next steps.”

If they express interest:

“I’d love to learn what matters most to you in your first role. What are the top 2–3 things you’re looking for after graduation?”

To ask for a CV politely:

“So I can prep the right opportunities, would you mind sending your CV?”

Never start with a sales pitch.



SECTION 11 - RED FLAGS WHEN RECRUITING RESIDENTS/FELLOWS

- Unrealistic procedural expectations
- Zero interest in call
- Only interested in compensation
- Poor emotional maturity
- Minimal questions (lack of drive)
- Personal instability
- No family alignment
- No intention to stay long-term

Identify these early.

SECTION 12 - GME RECRUITMENT SUCCESS METRICS

Track:

- of GME events per year
- of residents/fellows engaged
- of CVs collected
- of site visits completed
- of offers made
- of new graduate hires
- retention at 12 & 24 months
- satisfaction scores from GME partners

Organizations with strong GME strategies consistently outperform the market in recruitment.



SECTION 13 - SUMMARY: GME IS YOUR MOST POWERFUL RECRUITMENT ENGINE

- GME partnerships build trust.
- Early relationships increase match rates.
- Residents become loyal long-term hires.
- Fellows align with subspecialty needs.
- New grads want mentorship, not pressure.
- Strong GME strategy reduces time-to-fill and turnover.

A mature GME outreach program creates year-round candidate flow and long-term stability.