

Teaching Hospital Checklist

Becoming a teaching hospital can be an exciting and transformative event for a hospital. However, given the long-lasting implications, starting the journey requires a well-thought-out plan to ensure a viable and successful GME enterprise. The checklist below can serve as a roadmap for executives as they begin this process.

1

Culture and Strategy

- Confirm that GME development aligns with organizational strategic priorities.
- Agree on the goals of participation/GME value proposition.
- Conduct educational/GME information sessions as needed (e.g., hospital leaders, board members, physicians).
- Verify adequate medical staff support.
- Ensure the environment would be welcoming for learners.
- Discuss potential organizational culture changes that may occur.
- Contemplate potential partners that can strengthen the quality of the programs.
- Document the ability to deliver a high-quality educational experience.

2

Operations

- Assess the acuity and volume of patients to ensure a breadth and depth of experience for learners.
- Identify the core group of educators and develop a recruitment strategy to supplement them as needed.
- Document how residents will interact with other providers and staff.
- Update medical staff bylaws as needed to document which patients the residents will treat and what they will be permitted to do.

- Understand how residents may interact with other learners.
- Confirm availability of the clinical, educational, and administrative space that residents will use.
- Evaluate any additional support services and resources needed (e.g., software, training modules).

3

Finance

- Confirm the hospital's eligibility to receive CMS funding for GME as a new teaching hospital.
- Model the anticipated Medicare GME reimbursement.
- Review sources of potential alternate funding (e.g., Medicaid or other state funding, grants, philanthropy).
- Project annual direct and indirect institutional and program-specific expenses.
- Determine capital and start-up expenses.
- Develop 10- to 15-year projected financial statements.
- Agree on a compensation methodology for faculty.
- Determine the intra-organizational and external funds flow.

To learn more about building your teaching hospital program get in touch with Michelle Wilkinson at mmwilkinson@ecgmc.com or Jakub Jedynak at jjedynak@ecgmc.com or call us directly at 617-227-0100.