



Title	Clinical Faculty Neurohospitalist and Neurology Residency Program Director
Job Classification	Full Time, Exempt
Department Name	CUSM Health
Supervisor	Chair, Department of Neurology

Neurology Residency Program Director and Open Rank Clinical Faculty Neurologist

California University of Science and Medicine is excited to announce a search for a Neurology Residency Program Director! This full-time Program Director and Clinical Faculty Neurologist position will be responsible for the operation of the Neurology Residency program while maintaining sufficient ongoing clinical activity. This is an open rank academic position with opportunities for advancing the educational, research, and clinical missions of the University.

The Neurology Residency Program Director will play a key role with stakeholder communication and leadership within the Graduate Medical Education department at the sponsoring institution. The program is ACGME accredited and operates at Arrowhead Regional Medical Center, a 456-bed teaching hospital that is certified as a Comprehensive Stroke Center.

Position Highlights:

- Responsibility and authority for the operation of the Neurology Residency program, including ensuring compliance with hospital policies and procedures, working in collaboration with the Graduate Medical Education department, and meeting all program goals and objectives.
- Ongoing Clinical activity may be Inpatient Neurology, Outpatient Neurology, or any other subspecialty, although Neurohospitalist is preferred.
- Generous benefits package including 401k, medical, dental, vision, \$5,000 professional development fund, and medical malpractice insurance coverage.
- Required M.D./D.O. degree with specialty board certification and active medical license in California.
- Preferred experience in higher education, medical education, or university environment, including in ACGME residency program administration.

About us:

California University of Science and Medicine is a private, not-for-profit medical school that has an immersive approach to teaching medicine grounded in compassionate clinical practices with a focus on the evolution of medicine and technology. Our mission is to advance the art and science of medicine

through innovative medical education, research, and compassionate healthcare delivery in an inclusive environment that advocates critical thinking, creativity, integrity, and professionalism.

Why work for us:

CUSM has groundbreaking career opportunities that create a positive impact on the community. You will have the opportunity to work with a team who are passionate about advancing the art of science and medicine while creating a positive impact in diverse and under-served communities. CUSM strives to cultivate a culture in which everyone is valued in an environment of inclusive excellence, equity practice and diverse support through partnership. Ultimately, you will be given the opportunity to have a significant impact and educate the future physicians of tomorrow.

CUSM is nestled between the stately mountains and active cities of the Inland Empire, with Palm Springs, Los Angeles, and beautiful Southern California beaches just 50 miles away. The Mediterranean-like climate, with its dry summers and mild winters, makes outdoor activities enjoyable year-round. The Inland Empire is growing into a hub for e-commerce, logistics and other businesses that have brought new home developments, planned communities, and award-winning schools. This beautiful Southern California location is highly desirable, while still offering housing prices that are more affordable than nearby beach cities.

POSITION PURPOSE-

0.70 FTE Faculty, Clinical Faculty Neurohospitalist

The Clinical Faculty Neurohospitalist provides consultative inpatient neurology services, including electroencephalography (EEG) for patients in the inpatient neurology service at facilities/hospitals as assigned.

The Clinical Faculty Neurohospitalist advances the education, research, and clinical missions of the academic medical center in all areas of Clinical Neurology, including EEG in collaboration with the department chair and medical center neurology inpatient and EEG staff, and administrative leadership. Facilitates and supports the training of the next generation of physicians and neurologists who will further advance Neurology. Champions improvements in education of medical students, residents, and fellows in the Department of Neurology.

ESSENTIAL FUNCTIONS

Teaching, Curriculum, and Student Engagement

- Act as a mentor to students, fosters the success of students, encourages academic excellence, engagement, personal growth, and development of students. Assists students to optimize an educational experience, assists the student's socialization into a disciplinary culture, provides support to students in managing the rigors of medical school.
- Commit to and actively participates in undergraduate and graduate Neurology education.
- Contribute to curriculum development, teaching and research activities in various and specific disciplines.
- Contribute defined hours for teaching load and student engagement within the department.
- Maintain office hours for students.
- Collaborate with the department chair or hospital administration to recruit, hire and retain outstanding, diverse faculty, residents and fellows.

- Communicate effectively with department chair, faculty, and staff.
- Apply knowledge of standard concepts, practices, and procedures. Maintain up-to-date knowledge of current policies, procedures, and regulations.
- Demonstrate and promote interest in continuous professional development as demonstrated in research publications and/or attending and providing training sessions.

General Faculty Duties

- Evaluate and manage inpatients for the neurology consult service at assigned hospitals.
- Inpatient consultative services are provided in house from 7am to 7pm and available via phone for currently admitted patients from 7pm to 7am.
- Build strong relationships with others in an environment where the other health sciences schools and the hospital are partners and where the Department of Neurology must collaborate with other departments to ensure mutual achievement.
- Serve on committees, study sections, and review groups as a journal editor and/or on editorial boards. Commits to service within the community.
- Collaborate with the department chair, faculty and neurology staff to maintain a professional environment and to achieve excellence in neurologic clinical care.
- Respond in a timely manner to all communications.
- Serve as a role model, leads by example, and teaches medical students, residents and/or fellows at the inpatient neurology service.
- Conduct and foster clinical research in any area of neurology, including but not limited to investigator-initiated and/or industry-sponsored clinical trials, and/or any other clinical research in conjunction with medical students, residents and fellows.
- Collaborate with the department chair and the hospital(s) Neurology administrative leadership to design, develop, assess, and execute strategies to realize programmatic objectives.
- Other duties as assigned.

Required Educational Qualifications

- M.D./D.O. degree with specialty board certification and active medical license in California.
- Evidence of successful collaboration and interdisciplinary work in a medical education environment.
- Eligibility for appointment as Assistant or Associate Professor in the interdisciplinary Department of Medical Education.

POSITION PURPOSE –

0.30 FTE Faculty, Neurology Residency Program Director

The Neurology Residency Program Director has responsibility, authority and accountability for the operation of the Neurology Residency program. The Director of the Neurology Residency Program will be a DO or MD with ABIM certification and possesses requisite clinical, educational, and administrative experience beyond residency training.

They will play a key role with stakeholder communication and leadership within the Graduate Medical Education department at Arrowhead Regional Medical Center. The Neurology Program Director will dedicate no less than 30% of their professional effort to the administrative and educational activities of the neurology residency program. Sufficient ongoing clinical activity is also required.

ESSENTIAL FUNCTIONS

Neurology Residency Program Director

- Serve as a role model of professionalism.
- Design and conduct the program in a fashion consistent with the needs of the community, the missions of Arrowhead Regional Medical Center (ARMC, the Sponsoring Institution), and the missions of the program.
- Work in a collaborative manner with the Associate Program Director and delegate tasks that are critical in the administration of the program.
- Administer and maintain a learning environment conducive to educating the residents in each of the ACGME Competency domains.
- Develop and oversee a process to evaluate candidates prior to approval as program faculty members for participation in the residency program education and at least annually thereafter.
- Approve program faculty members for participation in the residency program education at all sites.
- Remove program faculty members from participation in the residency program education at all sites.
- Recruit and approve residents for participation in the residency program.
- Remove residents from supervising interactions and/or learning environments that do not meet the standards of the program.
- Submit accurate and complete information required and requested by ARMC DIO, ARMC GMEC, and ACGME.
- Provide applicants who are offered an interview with information related to the applicant's eligibility for the relevant specialty board examinations.
- Provide a learning and working environment in which residents can raise concerns and provide feedback in a confidential manner as appropriate, without fear of intimidation or retaliation.
- Ensure the program's compliance with the ARMC's policies and procedures related to grievances and due process.
- Ensure the program's compliance with the ARMC's policies and procedures for due process when action is taken to suspend or dismiss, not to promote, or not to renew the appointment of a resident.
- Ensure the program's compliance with the ARMC's policies and procedures on employment and non-discrimination.
- Provide document verification of program completion for all graduating residents within 30 days.

- Obtain, review, and approve the ARMC's DIO before submitting information or requests to the ACGME, as required in the Institutional Requirements and outlined in the ACGME Program Director's Guide to the Common Program Requirements.

Required Educational Qualifications

- M.D./D.O. degree with specialty board certification and active medical license in California.
- Evidence of successful collaboration and interdisciplinary work in a medical education environment.

Skills and Abilities

- Skill in effectively utilizing electronic medical records systems including Epic.
- Skill in effectively using a computer and applications such as Microsoft Office 365 (Outlook, Word, Excel, and PowerPoint).
- Skill in analyzing information to define and follow up on problems or objectives. Can identify solutions and independently act toward solving problems.
- Skill in working independently and completing assignments according to defined goals and objectives.
- Expertise in writing, speaking, presenting, and listening; display a collaborative and entrepreneurial spirit.
- Ability to support the mission of the university and the vision to inspire, motivate, and empower students to become excellent physicians, scientists, and leaders.
- Ability to effectively prioritize and deliver assignments under the pressure of deadlines and with frequent interruptions and competing priorities.
- Ability to adjust priorities quickly and multitask with excellent organizational skills.
- Ability to interact professionally with diplomacy, patience, and courtesy with diverse individuals; establish and maintain effective and cooperative working relationships while providing exceptional customer service.
- Ability to supervise, advise, train and assess peers and students, including organizing, prioritizing, and scheduling assignments.
- Ability to foster a cooperative work environment.
- Ability to handle sensitive situations and information with discretion.
- Ability to develop and deliver presentations.

Preferred Qualifications

- Experience in higher education, medical education, or university environment, policies, and procedures as well as current trends in higher education.
- Experience in ACGME residency program administration.
- Familiarity of the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99). *This law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.*

Other Requirements

Items Used

- Standard office equipment including computer, printer/copy machine, and telephone.

Physical Requirements

- **Sit:** Frequently
- **Stand:** Constantly

- **Walk:** Frequently
- **Bend:** Occasionally
- **Squat:** N/A
- **Climb:** N/A
- **Crawl:** N/A

Mental Requirements

- **Read/Comprehend:** Constantly
- **Write:** Constantly
- **Perform Calculations:** Frequently
- **Communicate Orally:** Constantly
- **Reason and Analyze:** Constantly

Environmental Requirements

- **Is exposed to excessive noise:** No
- **Is around moving machinery:** No
- **Is exposed to marked changes in temperature and/or humidity:** No
- **Drives motorized equipment:** No
- **Works in confined quarters:** No
- **Dust:** No
- **Fumes:** No

Salary

FLSA Status: Exempt

The salary range for this position is \$250,000-\$350,000/year

Salary may vary based on faculty rank, the scope of the position, and qualifications of the applicant. In addition to salary, CUSM offers a comprehensive benefits package and professional development funds.

Diversity and Equal Employment Opportunity Policy Statement

California University of Science and Medicine (CUSM) supports the principles of equal opportunity, inclusion and diversity in employment and education. The University seeks to ensure that no person will encounter discrimination in employment or education on the basis of age, skin color, ability status, biological sex, gender identity, gender expression, national origin, immigration status, race, ethnicity, religion, sexual identity, or Veteran's status. This policy is applicable to both the employment practices and administration of programs and activities within the University. It is the policy of the University that no person shall be excluded from participation in, be denied the benefits of, or in any way be subject to discrimination in any program or activity at the University. Further, CUSM is committed to being an antiracist institution that continuously works to end oppression in all forms. Therefore, CUSM actively maintains institutional structures and learning opportunities to prevent bias or discrimination incidents and address them with individual and collective accountability should they occur.

Disclaimer:

The above information has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required to employees assigned to this job.

Proof of full vaccination of SARS-CoV-2 (COVID-19) is a condition of employment or, if applicable, submit a request for Exception (based on Medical Exemption, Disability, and/or Religious Objection.)

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