

THE FACULTY GPS

Navigating Who's Where at All Times



1

INTRODUCTION



Current List of Pets: 6 dogs, 4 cats, 2 macaws, 3 ball pythons, 1 bearded dragon, 1 rat

2

MY ADMIN TEAM



Jean Gross
Residency Dept. Assistant



Kiersten Greever
Residency Program Manager



Josh Admire
Residency Dept. Assistant

3

AGENDA

- So how do I keep track of my faculty?
 - WHAT IS THAT?!?!
- Process to create a Faculty Matrix
 - Inpatient Attendings, FMOBs, Community Preceptors...OH MY!!!!
- Showing tricks that have worked for us
- Questions and Review

4

DISCLAIMER

This is what works for MY faculty but try to think of how you can implement something similar if keeping up with them is proving to be a struggle

do what
makes
you happy

only you
KNOW
what you
NEED

DON'T
PANIC

5

BLOCK 2, WEEK 1		MONDAY 7/27/26		TUESDAY 7/28/26		WEDNESDAY 7/29/26		THURSDAY 7/30/26		FRIDAY 7/31/26		SAT 8/1/26	SUN 8/2/26
		AM	PM	AM	PM	AM	PM	AM	PM	AM	PM		
Program Leadership	Deaton - APD	ON SITE ADMIN	FMP	Brook Lane	OFF SITE ADMIN	FMP	Faculty Mtg	ON SITE ADMIN	DIDACTICS	PREC-5	PREC-6		
	Mistry - APD	INPT	INPT	INPT ADMIN	INPT ADMIN	INPT ADMIN	INPT ADMIN	Pre-Call		Post Call			
	Ross - PD	out of office	ON SITE ADMIN	ON SITE ADMIN	ON SITE ADMIN	ON SITE ADMIN	Faculty Mtg	ON SITE ADMIN	ON SITE ADMIN	PREC-5	ON SITE ADMIN		
Core/Clinical	Feaga - DOE	MSOM		MSOM		OMM CLINIC	Faculty Mtg	LIFESTYLE CLINIC	FMP	PROC. CLINIC	ON SITE ADMIN		
	Lim-Sharpe - C	PREC-5	FMP	PREC-4	ON SITE ADMIN	AAFP Future Conference - Kansas City, MO							
Faculty (RW200)	Okunwobi	FMP	FMP	FMP	PREC-6	PREC-4	Faculty Mtg	ON SITE ADMIN	FMP	FMP	ON SITE ADMIN		
	Royster	out of office	out of office	FMP	FMP	FMP	FMP	FMP	FMP	FMP	PREC-6		
	Sanyl	Sports Med	Sports Med	Sports Med	Sports Med	ON SITE ADMIN	Faculty Mtg	PREC-4	FMP	OFF SITE ADMIN	Sports Med		
FMOBs	Nguyen	OB Office	ON SITE ADMIN	PREC-4	FMP	AAFP Future Conference - Kansas City, MO							L&D24
	Rivers	FMP	PREC-6	OB Office	ON SITE ADMIN	OB Office	Faculty Mtg	L&D24	L&D24	POST CALL	POST CALL		
Clinical Faculty (Non-RW200)	Ditto - MD	PREC-5	ON SITE ADMIN	Valley Mall	Valley Mall	Valley Mall	Faculty Mtg	ON SITE ADMIN	Valley Mall	OFF SITE ADMIN	OFF SITE ADMIN		
	Gauthier						OMM CLINIC						
	George							PREC-4					
	Kessler					PREC-4							
	Metzner				PREC-6		PREC-6						
	Miller - DIO		Mercersburg										
	O'Donoghue		PREC-6				PREC-6						
APPs	Beach, PA	FMP	FMP	ON SITE ADMIN	ON SITE ADMIN	FMP	FMP	FMP	FMP	FMP	FMP		
	Ringley, NP	FMP	FMP	FMP	FMP	ON SITE ADMIN	ON SITE ADMIN	FMP	FMP	FMP	out of office		
Inpt Only	Bonham												
	Sheth								JOURNAL CLUB				
	Worsley			INPT	INPT	INPT	INPT	INPT	INPT	INPT	INPT	INPT	INPT
Clinic Call													
Admin Team	Admire - RDA	ON SITE	ON SITE	Unavailable	ON SITE	ON SITE	Faculty Mtg	ON SITE	ON SITE	ON SITE	ON SITE		
	Greever - PM	ON SITE	ON SITE	ON SITE	ON SITE			AAFP Future Conference - Kansas City, MO					
	Gross - RD	OFF SITE	OFF SITE	ON SITE	ON SITE	ON SITE	Faculty Mtg	OFF SITE	OFF SITE	out of office	out of office		

6

PROCESS

- Determining Preceptor and Clinical FTE Needs
- Assigned Precepting and Clinic Sessions
 - Includes Specialty Clinics, Off Site Locations, Etc.
- Inpatient Attendings Schedule
- Processing PTO and CME

7

DETERMINING PRECEPTING AND CLINICAL FTE NEEDS

- Clinical FTE needs are based on faculty contracts
 - How many hours per week does the faculty member have to be patient-facing vs. admin/precepting
- Precepting needs are based on the Block Schedule and Rotation Schedules
 - ACGME Requirement: no more than a 4:1 resident to preceptor ratio

Position:	Clinical FTE:	Admin FTE:
<i>Program Director</i>	0.1	0.9
<i>Associate PD</i>	0.3	0.7
<i>Core</i>	0.4	0.6
<i>Clinical*</i>	0.5-0.8	0.2-0.5
<i>FMOB</i>	0.8	0.2

	M	T	W	TH	F
AM	5	4	4+1	4+1+1	5+1
PM	6	6	6+1	N/A	6

8

ASSIGNING PRECEPTING AND FMP SESSIONS

RESIDENT FMP	FACULTY PRECEPTORS	BACKUP PRECEPTORS		
		A	B	C
Monday AM	Deaton, Ditto	Lim-Sharpe	Mistry	Any on Admin
Monday PM	O'Donoghue, Rivers	Ditto	Ross	Any on Admin
Tuesday AM	Mistry, Nguyen	Ross	Deaton	Any on Admin
Tuesday PM	Okuwobi, Metzner	Lim-Sharpe	Rivers	Any on Admin
Wednesday AM	Okuwobi, Kessler	Ross	Nguyen	Any on Admin
Wednesday PM	Metzner, O'Donoghue	Sanyi	Okuwobi	Any on Admin
Thursday AM	Ross, Sanyi	Mistry	Okuwobi	Any on Admin
Friday AM	Mistry, Ross	Deaton	Ditto	Any on Admin

Ratio of Preceptors to Residents should be at most 1:3

SPECIALTY CLINIC	FACULTY PRECEPTORS
Breast - Week 4 Mon PM	1. Rivers 2. Nguyen 3. Mistry
OMM - Wed AM	1. Feaga 2. Miller 3. Gauthier
OMM - Wed PM	1. Gauthier 2. Miller 3. George 4. Feaga
Lifestyle - Thu AM	1. Feaga 2. Ross
MAT - Thu AM	1. Miller 2. Deaton 3. Ditto
Procedure - Fri AM	1. Lim-Sharpe 2. Rivers 3. Nguyen 4. Deaton 5. Feaga

If no Preceptors are available: Clinic is closed and Resident is moved to FMP for that half day

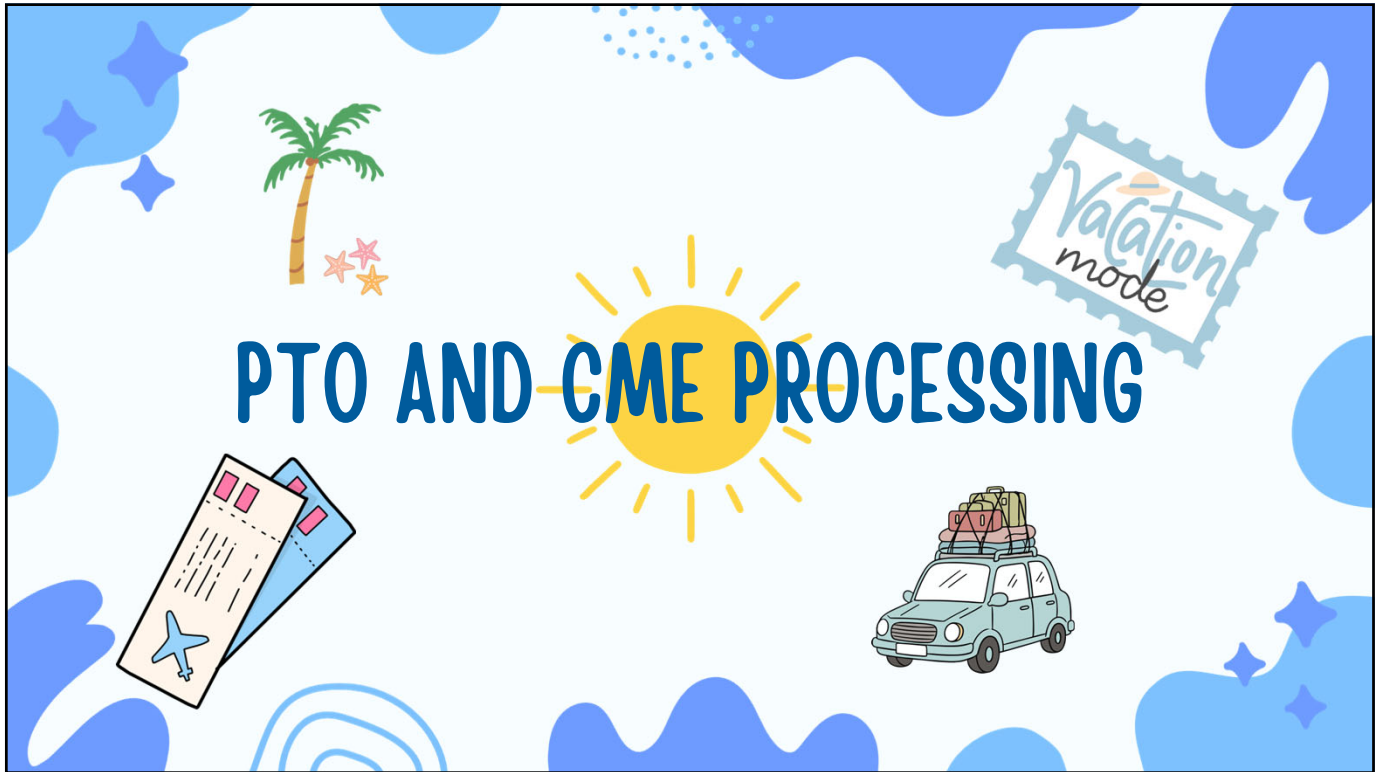
	ASSIGNED FMP CLINIC HALF DAYS									
	Monday		Tuesday		Wednesday		Thursday		Friday	
	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
Deaton		X			X					
Feaga								X		
Lim-Sharpe		X			X		X			
Mistry					X					
Nguyen				X						
Okuwobi	X	X	X					X	X	
Rivers	X									
Royster			X	X	X	X	X	X	X	
Sanyi								X		

9

INPATIENT ATTENDING SCHEDULE

- Email all inpatient attendings that work your service:
 - Number of weeks they are to work in a year
 - Reply with unavailable dates for the academic year
 - Give a deadline
 - Holidays
- Create your schedule based on when they are unable to work
- Once complete, email back to attendings for confirmation
- Enter weeks into Matrix

10



11



12



THANK YOU!!!

Contact Info:

[Kiersten.Greever@meritushealth.co](mailto:Kiersten.Greever@meritushealth.com)

m