Description of Fellowship

The Weitzman Institute Administrative Fellowship provides a 12-month, broad-based exposure to the operations and management of an innovative, technologically advanced Federally Qualified Health Center (FQHC) in CT. Fellows will have an in-depth, hands-on experience learning the inner workings of a complex, high quality, primary care delivery system caring for over 150,000 medically underserved patients. Each fellow will work closely with CHCI’s senior leaders (CEO, Clinical Director, CQO, CFO, and COO). Fellows will attend leadership meetings, participate in activities, and complete specific projects during rotations. Further, fellows will customize their learning through elective opportunities. This fellowship experience will promote the development of personal and professional skills needed to pursue a career in healthcare focused on the medically underserved.

Learning Objectives

The fellowship is designed to support the knowledge and skill development of postgraduate leaders in health care and community health, specifically focused on federally qualified health centers. The fellowship seeks to produce leaders who can lead community health centers using innovative approaches to provide the highest quality, patient- and family-centered care using a team-based, community-oriented model for care delivery. Fellows will develop knowledge, skills, and practical experience related to FQHC leadership in the following:

- How to improve the quality of care for your patients and community
- How to manage the operations of an FQHC
- How to manage the finances of an FQHC
- How to manage, support, and develop employees
- How to partner and work with clinical leaders
- How to appreciate the influence of politics and policy on your FQHC
- How to anticipate and address issues that are transforming health care in FQHCs

Fellowship Positions

- 1 (per year)

Fellowship Duration

- 12 months (July 1–June 30)

Compensation and Benefits

- Organizational Home: Weitzman Institute, 631 Main Street, Middletown, CT
- Compensation: $50,000/year plus benefits

See Fellowship Learning Design and Personnel on reverse side
**Fellowship Learning Design**

**Customized Learning Plan**

- Fellows will complete several assessments of their leadership, conflict management, learning styles, as well as current knowledge of FQHCs during orientation.
- These data will be reviewed by the fellow and Fellowship Director and used to develop an individual learning plan for the fellow.
- This plan will help guide the electives selected to meet the goals the fellow has for her/his leadership position in future.
- The learning plan will be revisited multiple times during the fellowship.
- Review will be enhanced by combining this with a reflective journal that each fellow will be required to contribute to regularly.

**Major Curriculum Components**

- Monthly interaction with CEO and Clinical Director.
- Required rotations (10 weeks each):
- Elective rotation(s) (fellow’s choice for 1–3 from list below):
  - Clinical Leadership, Communications, Special Populations, Business Intelligence.
- Projects:
  - Short—duration of 10 weeks or less and based in rotations.
  - Long—duration of 4–6 months or longer based on fellow interest and/or strategic need.
- Seminars, Journal Club, Project Presentations.
- Community Outreach.

**Component Detail**

- Senior Leader Sessions:
  - These will be monthly interactions between a fellow and the CEO/Clinical Director.
  - Other activities during this time could include shadowing, attending key meetings with leader (on- or off-site).
- Rotations (Required and Elective):
  - These will be overseen by the leader for the area of the rotation.
  - Design of the time will be decided on by rotation leader in conjunction with fellow.
  - It is expected that fellows will delve deeply into the area of rotation and contribute work products while doing rotation.
  - A project of scope and duration determined by the rotation leader is an expected product of every rotation.
- Projects:
  - Short Projects will be based on the content of a specific rotation; design and expectations will be developed by rotation leader; projects will be completed by the end of the rotations; hand-off to subsequent rotating fellow may occur if needed.
  - Long Project—project will begin early in the year and be completed by the end of the academic year; project topic is based on input from fellow, Fellowship Director, and CEO/Clinical Director; results will be presented at a CHCI Leadership Meeting.
- Seminars, Journal Club, Mentoring Sessions:
  - These are periodic meetings to review key leadership topics and discuss relevant literature.
  - Fellows will participate in the Quality Improvement Seminar Series that is part of the NP and Postdoc Residency Program.

**Fellowship Personnel**

**Administration**

- Fellowship Director: Daren Anderson
- Fellowship Co-Director: Karen Ashley
- Fellowship Coordinator: TBN
- Fellowship Advisor: Charise Corsino

**Preceptors/Faculty Advisors**

- Mark Masselli (CEO)
- Margaret Flinter (Senior Vice President and Clinical Director)
- Daren Anderson (Weitzman Institute Director, Chief Quality Officer)
- Bob Block (Chief Financial Officer)
- Karen Koproske (Vice President of Practice Administration)
- Yvette Highsmith-Francis (Regional Vice President)
- Mary Blankson (Chief Nursing Officer)
- Veena Channamsetty (Chief Medical Officer)
- Joseph Blackburn (Vice President of Human Resources)
- Leslie Gianelli (Communications Director)
- Nick Ciaburri (Business Intelligence Director)
- Charise Corsino (Program Director, Postgraduate Residency Training Programs)

To apply or learn more, visit our website at

[https://www.weitzmaninstitute.org/administrative-fellowship-program](https://www.weitzmaninstitute.org/administrative-fellowship-program)