Prepared by:

**Patricia DiPadova, MBA**



*Disclaimer: This publication is 100% supported by the Health Resources and Services Administration (HRSA) of the U.S. Department of Health and Human Services (HHS) under U30CS26934, Training and Technical Assistance National Cooperative Agreements for total award amount of $444,989.00. This information or content and conclusions are those of the author and should not be construed as the official position or policy of, nor should any endorsements be inferred by HRSA, HHS or the U.S. Government.*

Health Center Provider Retention and Recruitment Action Plan

# Assessment

Assessment of the health center’s current practice measures and strategic planning with identified gaps or barriers, opportunities and strategies for unmet needs.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Practice Assessment | Gaps/Barriers | Opportunities | Strategies for Improvement | Timeline |
| Provider Capacity and Demand |  |   |   |   |
| Appointment Access |  |   |   |   |
| Care Teams and Provider Mix |  |   |   |   |
| Support Staff |  |   |   |   |
| Patient Schedules |  |   |   |   |
| Provider Satisfaction |  |   |   |   |
| Provider Succession Planning |  |  |  |  |

# Retention

Health center’s retention environment with identified gaps or barriers, opportunities and strategies for unmet needs.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Retention | Gaps/Barriers | Opportunities | Strategies for Improvement | Timeline |
| Mission |  |   |   |   |
| Compensation |  |   |   |   |
| Benefits |  |   |   |   |
| Work Schedules |  |   |   |   |
| Career Path |  |  |  |  |

# Recruitment

Health center recruitment efforts with identified gaps or barriers, opportunities and strategies for unmet needs.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Recruitment | Gaps/Barriers | Opportunities | Strategies for Improvement | Timeline |
| Community Recruitment Plans |  |   |   |   |
| Recruitment Team |  |   |   |   |
| Recruitment Team Roles and Responsibilities |  |   |   |   |
| Recruiting Priorities |  |   |   |   |
| Recruitment Budget |  |  |  |  |
| Recruitment Firm |  |  |  |  |
| Advertising |  |  |  |  |
| Strategies for Use of Social Media |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Recruitment Continued | Gaps/Barriers | Opportunities | Strategies for Improvement | Timeline |
| Screening Process |  |  |  |  |
| Visit |  |  |  |  |
| Follow up with Candidates |  |  |  |  |
| Contract Development and Negotiation |  |  |  |  |
| Onboarding |  |  |  |  |

# Other Resources

Assessment of the health center’s use of other resources to optimize recruitment efforts with identified gaps or barriers, opportunities and strategies for unmet needs.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Other Resources | Gaps/Barriers | Opportunities | Strategies for Improvement | Timeline |
| National Health Service Corps |  |   |   |   |
| State Loan Program Participation |  |   |   |   |
| Medical Education Connections Through Residency Programs |  |   |   |   |