|  |  |
| --- | --- |
| INTRODUCTION | |
| 9:00a – 9:30a (approx.) | [enter names of who provide overview of ACGME Residency/Fellowship. |

|  |  |
| --- | --- |
| INTERVIEWS | |
| 9:20a | Login to Zoom meeting.  LINK: [[Enter](https://zoom.us/j/995767181) Zoom Link]  \*Please have video **on** and microphone **muted**. You will be joining while [enter names] are giving an overview. |
| SESSION 1  15 min. | Candidate 1 |
| SESSION 2  15 min. | Candidate 2 |
| SESSION 3  15 min. | Candidate 3 |
| SESSION 4  15 min. | Candidate 4 |
| SESSION 5  15 min. | Candidate 5 |
| 10:45a | Interviews complete. Group Q&A.  Please exit Zoom meeting. |

|  |  |
| --- | --- |
| CONCLUSION | |
| NOTE: | We would love for you to join us for lunch and a candid discussion about the interviews from 11:30a to approximately 12:00p in the \_\_\_\_\_\_\_\_\_\_ Room. If you’re unable to do so, we understand. Please just let [Enter Name] or me know. |
| TRANSITION:  10:45a – 11:30a | During this time:  \*Residents/Fellows Q&A session with candidates.  \*Final Q&A w/[enter names] in Baxter Conference Room. |
| OPTIONAL:  11:30a – 12:00p | Lunch and candidate discussion with interviewers in \_\_\_\_\_\_\_Room. |