



## Clinical Recognition Program

### PREPARING FOR YOUR INTERVIEW WITH THE REVIEW BOARD

Many clinicians have said that the thought of interviewing with the Review Board is the most stressful part of the application process. To help ease your anxiety, we have asked clinicians who have interviewed with the Review Board for advice they would give applicants as they prepared for the interview. We hope you find it helpful.

- Have your manager/director, CS, CNS or a peer help prepare you by doing a mock interview. Hearing their questions and thinking through your reflective responses will help decrease your anxiety and helps you articulate your practice clearly
- Review the list of reflective questions (you can find these on the Clinical Recognition web site <http://massgeneral.org/pcs>) Have a couple of examples for each questions
- Think about how you stay current in your clinical practice. How have the CE programs, classes or articles you have read helped develop your clinical skills and practice
- Review your portfolio. The questions come from your portfolio and the descriptors of practice at the level you are applying for
- Be ready to respond to “how you influence practice on your unit”. This question requires preparation before the interview
- Be ready to respond to “give an example of clinically sound risk taking”
- If you are a member of a committee, consider how you bring back to your unit information and also how you solicit input and ideas from your colleagues to bring back to that committee
- Be prepared to talk about yourself- what **you** do, what **you** contribute to the unit and the hospital
- Arrange for your interview to take place on your day off or arrange for some time before the interview to relax and center yourself
- If you get nervous and are prone to forget examples- write a note to yourself to bring into the interview
- Realize that the interviewers are on your side. If you aren’t sure about a question, ask them to re-phrase it
- Before you answer any question, count to three in your head and think carefully about your answer
- Be proud of what you do
- Relax and remember to breath