

August 15, 2022

Dear Dr. _____ ,

We're very excited to hear that you will be joining us in the Section of Surgical Sciences, as the Chair of _____ Surgery!

Listed below are the key staff members who will assist you in your onboarding, and walk you through each step in the process of becoming a member of our faculty:

Section of Surgical Sciences Onboarding Team			
Contact	Email	Phone	Onboarding Specifics
Colt Furnald Department Administrator, Cardiac Surgery, Vascular Surgery, Thoracic Surgery, & Adult Cardiopulmonary Perfusion	colt.furnald@vumc.org	615-904-4641	<ul style="list-style-type: none"> •Lead contact for questions and support (ex: HR / Benefits) •Any misc. questions
Margie Tattersfield Assistant to the Chair, Section of Surgical Sciences	margie.tattersfield@vumc.org	615-322-2363	<ul style="list-style-type: none"> •Faculty Appointment (FA) •CV formatting •Requests for LoR's on Chair's behalf •FA documents for dossier •Questions for Dr. Karp •Section Faculty meetings
Racheal Angsten Sr Administrative Assistant, Department of Thoracic	racheal.angsten@vumc.org	615-875-2551	<ul style="list-style-type: none"> •Credentialing and Privileges •TN Medical License •eStar (EMR) training registration •Clinician orientation
Christy Nichols Administrative Officer, Research Section of Surgical Sciences	christy.nichols@vumc.org	615-322-4842	<ul style="list-style-type: none"> •Research Grants •Clinical Trials •Investigator Initiated Research •Section and Institutional Core
Deborah Doyle Communications Consultant, Section of Surgical Sciences	deborah.doyle@vumc.org	615-322-7048	<ul style="list-style-type: none"> •Physician profile for E-announcement, Section & Marketing/Clinic websites
Paul Lang System Administrator, Section of Surgical Sciences	paul.lang@vumc.org	615-343-8906	<ul style="list-style-type: none"> •Computer Selection •Software licences •IT technical questions
Roger Dmochowski, MD, MMHC Professor of Urology and Surgery, Vice Chair for Faculty Affairs and Professionalism Section of Surgical Sciences, Associate Surgeon-in- Chief	roger.dmochowski@vumc.org	615-343-5602 (O) 615-335-2106 (C)	<ul style="list-style-type: none"> •Institutional Quality and Safety •Faculty Professionalism •Specific Capital Equipment Request (for procedural needs) •Orientation to the OR •Institutional Risk Management
Theresa Hobt-Bingham	teresa.hobt-bingham@vumc.org	615-343-7018	<ul style="list-style-type: none"> •Inpatient Unit Orientation •ICU Orientation
Shawn Murphy, MSM, RN Vice President of Perioperative Services	shawn.murphy@vumc.org nicki.king@vumc.org	615-322-3354	<ul style="list-style-type: none"> • Introduction to Periop leadership team and the OR service-line Pod leaders • Gather important information about your procedure preference cards and any specific equipment, instrumentation or supply needs you may have
Lindsay Henderson, MHA Administrative Director of Ambulatory Care	lindsay.henderson@vumc.org	615-322-3735	<ul style="list-style-type: none"> •Orientation to Ambulatory Care Processes at VUMC

These team members will reach out to you and guide you through the process, including which documents are required and the details/timeframe for their completion. If you have any questions at any step along the way, please do not hesitate to call or email us.

Thank you in advance, and again, welcome to the Department of _____ Surgery and the Section of Surgical Sciences!

Best regards,

Jessica

Jessica McAllister, MHA

Chief Business Officer

Section of Surgical Sciences,

Vanderbilt University Medical Center

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[Video: "Vanderbilt Credo: It's Who We Are"](#)

Jessica L. McAllister, MHA

Chief Business Officer

Section of Surgical Sciences

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