



# Administrative Fellowship Program



Samaritan  
Health  
Services





# Administrative Fellowship Aim Statement

The Administrative Fellowship program provides an enriching opportunity for Master's prepared individuals to gain valuable practical experience in healthcare.

The program provides early leaders with the exposure and project experience necessary to develop a successful career in the field of health care administration.

## What Sets Us Apart

Samaritan Health Services is at the forefront of delivering health care in a fundamentally different way, focusing on broad access to high-quality services in a cost effective manner. To do this, we use a team approach designed to foster good health through healthy lifestyle choices, timely preventive services and a supportive environment. Samaritan Health Services is powered by our people, fueled by teaching and learning, and focused on building healthier communities.



**Building**  
*healthier*  
*communities*  
**together**

### Our Mission

Building Healthier Communities Together

### Our Vision

Serving Our Communities With PRIDE

### Our Values

Passion

Respect

Integrity

Dedication

Excellence

# STRATEGIC PRIORITIES



Samaritan  
Health  
Services

# Intern vs. Fellow

Internship	Fellowship
Short Duration ( 12 weeks)	12-Month Duration
Unpaid or Stipend	Full Time Employee with Benefits
Usually One Department	System-Wide Rotations
Varied Degree Requirements	Degree Requirements: MHA, MBA, MPH (or similar in healthcare administration)
Diverse Career Interests	Demonstrated Interest in Healthcare

# The Benefits

Samaritan	Fellow
Masters Level Work	Translating Theory to into Action: Skill Development
Fresh, Energized Perspective	Organizational Knowledge
Talent Screening & Leadership Identification	Professional Mentorship Development
Employee Engagement	Network Building

# SHS Administrative Fellowship Program Governance & Faculty 2021-2022

## Executive Preceptors



**Doug Boysen, MHA, JD**  
SHS President & CEO



**Kelley Kaiser, MPH**  
Sr. VP Administrative Services



**Program Director**  
**Marty Cahill, MBA**  
CEO, Lebanon  
Community Hospital

## Meet Quarterly with an Executive Preceptor

Daily Supervision in Rotations



Rotation  
Preceptors



**Administrative Fellow**

Meet Weekly with the PD or APD

**Associate  
Program  
Director**



**Allie Kreusser, MPH**  
SHS Admin Fellow 2018-2019

Program Steering

Admin Fellowship Advisory Committee



Alumni Fellow Committee

# Administrative Fellowship Advisory Committee

## AFAC Represented Areas:

Acute Care Hospital

Critical Access Hospital

Samaritan Medical Group

Ancillary Services

Physician Leaders

Samaritan Health Plans

Corporate

Former Fellow

Graduate Medical Education

The purpose of the **Administrative Fellowship Advisory Committee** (AFAC) is to guide each Administrative Fellow through their SHS Fellowship experience and create core competencies for the program.

The AFAC will have oversight of the following:

- Program structure
- Develop strategic plans for Fellowship revision and growth
- Serve as a liaison between the Fellowship and SHS Senior Executive Council (SEC) to continually spread knowledge on the purpose and value of training Fellows
- Support the preceptors of rotations through the development of Preceptor Bootcamp annually
- Lead the selection process of incoming candidates annually



# Sample Rotation Format

## 12 Month Fellowship Program

Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Fellowship Orientation	SMG	Finance	Admin	Critical Access Operations	Acute Care Operations	Project Mgt.	Quality	Health Plans Operations	Human Resources	Information Systems	Program Offboarding

← Completion of Longitudinal and Mini Projects that align with the SHS Strategic Priorities →

Opportunities for shorter term rotations are available as time allows and are guided by fellow interest.

# Completed Projects

## Longitudinal Projects

- Project Manager for 20-21 Ambulatory Clinician E/M Coding Project
- Outpatient Clinic Pro Forma for STARS program
- NCAA Compliance Internal Audit – The SAM
- GSRMC Schwartz Rounds Program Implementation

## Mini Projects

- SHS Board Members Reference Guide
- Medical Legal Partnership in Sweet Home & Brownsville
- Physician Demand Projections for GME
- Clinician Compensation Audit

# Program Alumni

## 2016-2017 Liberty Pertiwi, MHA



Liberty Pertiwi came to Samaritan Health Services as an administrative fellow for the 2016-2017 year. As a fellow she worked on many projects including provider wellness, 340B, and the development of the Samaritan Treatment and Recovery Services. After her fellowship and finding a special interest in clinic operations, Pertiwi went on to becoming a clinic manager over several medicine sub-specialties. She is currently the operations director of primary care practices in Lebanon. Her education includes a bachelor's degree in health care management and policy from the Oregon State University and a Master's degree in Healthcare Administration from The George Washington University. As a native Oregonian, she is fortunate to be delivering health care to the Samaritan community.

# Program Alumni

**2018-2019**

**Allie Kreusser, MPH**



Alexandra Kreusser served as the administrative fellow at Samaritan Health Services during the 2018-2019 year. Before coming to Samaritan, Allie earned her bachelors degree in dietetics from California State University, Chico and then continued on to earn her Master's degree in Public Health with an emphasis in Health Management and Policy from Oregon State University. During her fellowship, she completed a number of different projects including an audit of NCAA compliance with Samaritan's Sports Medicine Clinic, workforce projections, and served on the Employee Engagement Committee and Wellness Council throughout her experience. During her rotations she quickly discovered that her passion is in operations. Allie is currently the operations manager for Samaritan Athletic Medicine and Samaritan Medical Group Orthopedics – Albany.

# Program Alumni

**2019-2020**

**Lacy Bogart, MBA**



Lacy Bogart joined Samaritan Health Services as the administrative fellow for the 2019-2020 year. As a fellow, she worked on many projects including the implementation of Schwartz Center Rounds, provider compensation audits and the labor pool coordinator within the Incident Command Center at Good Samaritan Regional Medical Center in response to COVID-19. Before coming to Samaritan, she earned her bachelor's degree with double majors in integrative physiology and ecology, and evolutionary biology at the University of Colorado, Boulder. She then went on to complete her MBA with an emphasis in Healthcare Administration in Denver. She came into her fellowship with a high interest in risk management and is currently the enterprise risk program manager.

# Program Alumni

**2020-2021**

## **Kellie Lewis, DPT, MHA**



Kellie joined Samaritan Health Services in 2013 and worked as a physical therapist in the outpatient rehabilitation clinic at Samaritan Pacific Communities Hospital. She completed her MHA in 2020 and was the administrative fellow for the 2020-2021 academic year. Kellie earned her Doctorate in Physical Therapy from Pacific University and her Master's in Healthcare Administration with an emphasis in strategic innovation and change management from Colorado State University. During her fellowship, she completed several different projects, including serving as a project manager to the 2021 E/M Coding Changes and the SPRS 2.0 projects, a member of the SHS housing strategy workgroup, conducted a review of scheduling efficiency for an outpatient service line and assisted Samaritan Medical Group with clinic space planning. Kellie is currently the phys rehab strategic initiatives program manager.

# How to Apply

Apply using the National Administrative Fellowship Centralized Application Service ([NAFCAS](#))

## 22/23 Fellow Recruitment – Key Dates:

- June 10 – Oct. 1, 2021: Application Cycle Open
- Oct 11 - 22, 2021: Interviews
- Nov. 3, 2021: Admin Fellow selected for 22/23 academic year
- Summer 2022: Fellowship year begins

# Webinar, Information, & Contact

- Attend our webinar to learn more about the Administrative Fellowship program at SHS

**Date:** 8/11/21 from 11:00-12:30 PST

**Registration:** Email [adminfellow@samhealth.org](mailto:adminfellow@samhealth.org) for the link

- Visit our website  
<https://www.samhealth.org/careers-education/internships-other-training>
- Additional Questions  
Email us: [adminfellow@samhealth.org](mailto:adminfellow@samhealth.org)