



GUIDE TO LOCUM TENENS



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Why should I consider locum tenens?

In Latin, locum tenens translates to “one holding a place.” In today’s medicine, it means building a solid foundation for a new career, a successful transition into a new position or a satisfying move into flexible or part-time work. VISTA Staffing Solutions has created this Guide to Locum Tenens to help you determine how this can be a good option for your career path.

Locum tenens providers are independent contractors who temporarily fill in for physicians or advanced practice providers at a healthcare organization for a specified amount of time. The time-specific nature of each assignment allows providers the freedom to choose a work schedule that best fits their current lifestyle. Locum tenens also provides exposure to different patient populations, cultures, settings and travel opportunities.

Whether you are post-residency, mid-career or entering into semi-retirement, locum tenens offers you an improved quality of life, greater flexibility and control over your work schedule and an opportunity to expand your career with potentially higher pay than a full-time contract position. With the independence of locum tenens, the burden of bureaucratic responsibilities, large patient loads and long work hours — all of which lead to burnout — is greatly lessened.



**Who works
locum tenens?**

Locum tenens is a temporary position held by a multitude of different healthcare professionals. At VISTA, we primarily focus on physicians, physician assistants, nurse practitioners and certified registered nurse anesthetists. You can work as little or as often as you'd like: several weeks or months at a time or you can choose to work a few shifts at a time. VISTA has opportunities available that accommodate many different experience levels.

**Where do
locum tenens
providers work?**

Locum providers help relieve pressure felt by healthcare organizations when staffing is low due to absences, vacations, sabbaticals, peak seasons and while an organization or clinic is recruiting for permanent providers. Healthcare settings include hospitals, clinics, telemedicine and government jobs.

**How will it look
on my CV?**

Locum tenens work on your CV substantiates your abilities as a provider by demonstrating that you are independent, flexible, adaptable and possess a breadth of experience. In addition, when you present yourself to different populations, settings, age groups, cultures and geographical regions you will gain great insight and depth of experience that will set you apart from the competition.

**What about
professional
liability
insurance?**

US locum tenens:

VISTA provides liability insurance and will cover every minute you work with VISTA. We use an A+ insurance carrier with limits of \$1 million per claim and \$3 million per individual. We have reasonable premiums and excellent coverage because of our positive claims history.

**What about
professional
liability
insurance?**
Cont.

Permanent placements:

Should you be employed permanently at an assignment facility, you will be responsible for discussing insurance coverage during your contract negotiations with a potential employer or partner.

**How much
money
can I make?**

The amount of money you earn will depend on several factors:

- Your specialty
- How many hours you choose to work
- The types of assignments you choose to accept

VISTA's compensation package for US locum tenens includes:

- A competitive hourly or daily rate
- Paid professional liability insurance
- Paid travel, housing and transportation

Your VISTA recruiter will help you determine the number of hours you need to work to earn what you want or need. Your recruiter can also help you decide what types of assignments make sense for your lifestyle.

VISTA does not provide healthcare and other benefits to our providers; however, we can direct you to our trusted advisers to find the most appropriate options to meet your needs including:

- Health insurance
- Disability insurance
- Retirement savings
- Retirement projections
- Comprehensive financial planning
- Life insurance
- Long-term care insurance

**What other
support
do I receive?**

VISTA is committed to assisting you throughout your entire locum tenens experience. In addition to offering a competitive compensation package, working through VISTA as an independent contractor affords the following services and benefits:

Accommodation and Travel Assistance:

- VISTA will provide comfortable housing in various settings including apartments, extended stay hotels and vacation houses — options vary by community. In addition, when you do an on-site interview for a permanent position, all travel, hotel and related expenses will be covered by the interviewing client.
- Our in-house travel team will work with you to arrange travel for each of your assignments. We also have a dedicated housing coordinator that will assist with extended placements. In addition, we provide after-hours support if you have any unexpected travel issues. Together, VISTA's in-house travel team has over 90 years of travel booking experience.
- We allow your family to join you and are glad to help make accommodation arrangements. You will be responsible for their expenses.

IRS Reimbursements:

Should you choose to drive your own vehicle to an assignment, you will be reimbursed up to the current IRS allowable amount per mile or the cost of round-trip coach airfare, whichever is less. Otherwise, a rental car will be provided during your assignments.

What other support do I receive?
Cont.

The following work-related expenses are deductible:

- Work-related clothing
- Stethoscopes
- Medical journals
- Health insurance premiums

Licensing Process:

Each state requires a medical license; many states offer multiple licensing options, such as temporary, locum tenens or permanent licenses. VISTA's in-house licensing team will assist you with the licensing process for VISTA placements. If you choose to work with VISTA, we will also cover the licensing fees for those assignments.

How much will I know about a practice before going in?

We ensure you are well informed before each and every assignment. When a practice contracts with us to provide locum tenens providers, we develop a comprehensive description of the practice to help you evaluate the fit of a potential assignment. For example, we provide you with the following information: patient volume, the visit-to-admission ratio in an emergency department, the hours of lab and radiology coverage, the type and number of physicians available for backup and referral and number of calls you will be expected to take.

We can also set up a phone interview for you to speak with a potential placement, which will allow you to ask questions and learn more about the organization, your job role and to discuss the expectations of both sides. You will also have an orientation your first day on the job in every assignment.

How often do I have to work?

How often you work is completely dependent upon you. Once we offer you a potential placement, you determine whether the length and location of the assignment fits your current lifestyle needs and whether you are available. You are free to decline an assignment. You can also schedule an assignment several months in advance to work with your schedule.

Can I moonlight or work weekends close to home?

If there is an opportunity near you, you can moonlight or work closer to home on off days. Many VISTA providers work “return engagements” — returning to the same practice on a regular basis. This type of schedule works well for military or emergency providers, as well as for those who can arrange their schedules to work locum tenens positions 1-2 weeks every few months.

Do I have to sign an exclusive contract?

You do not have to sign an exclusive contract. Conversely, VISTA will have you sign a non-exclusive contract, allowing you to simultaneously work for other staffing agencies.

What does your application process entail?

In order to provide risk management for both the providers and recruiting clients, we've created an application and credentials verification process to ensure each placement is rewarding professionally, financially and personally. During the credentials verification process you will be required to complete an application and submit copies of your certifications, diplomas, medical licenses, malpractice history and complete a self-evaluated medical scope. We will also conduct primary source verifications and speak with your professional references.

**What does your
application
process entail?**
Cont.

**Overview of the application and credentials
verification process**

We conduct a thorough review and primary source verification of your education and training, any advanced training certificates you may hold, your work history, your current standing with specialty boards and state medical boards.

- ➔ We verify the status of your medical license(s) and privileges with any medical institutions and more.
- ➔ We investigate any past or pending malpractice cases filed against you and review any disciplinary actions.
- ➔ We gather four to six verbal references from medical professionals with whom you've worked closely within the past two years.
- ➔ We perform ongoing physician appraisals every two years.
- ➔ The result is a comprehensive file we use to help you secure licenses in new states and privileges in hospitals where you have accepted assignments.

**How long
does it take to
get started?**

We can complete your VISTA application and credentials verification process within several weeks upon receiving your completed application and relevant documentation. Securing hospital privileges takes anywhere from a few days in urgent situations to six months in some locations. We recommend that you maintain dialogue with a recruiter at VISTA. Three to six months before the date of an anticipated transition (e.g., completion of your residency or the sale of your practice), contact your recruiter to initiate the application and credentials verification process. This will give us time to coordinate licensure, hospital privileges and the schedules of organizations that book locum tenens coverage.

**How long
does it take to
get started?**

Cont.

Once you express interest in an assignment, we present your CV and credentials to the facility or clinic. If the client expresses interest in you, and your credential review is complete, we will work out all of the details — length of assignment, work schedule and compensation — then you decide whether or not you want to take the assignment.

Contact VISTA today and ask to speak to a recruiter in your specialty. Your recruiter will get to know you and your specific interests and situation. You will work together to complete your application and plan your transition to locum tenens. Your recruiter will keep you informed of potential opportunities and help you shape the next phase of your career.

You can call VISTA at **[800-366-1884](tel:800-366-1884)** or visit our website at **vistastaff.com** to complete the physician or advanced practice provider contact form.

Why VISTA Staffing Solutions?

VISTA was founded in 1990 and has become one of the largest and most experienced locum tenens companies in business today. The company continues to thrive under the guidance of a leadership team with decades of experience in the locum tenens industry. VISTA has created a culture of knowledgeable, invested professionals who are committed to helping physicians and advanced practice providers reap the rewards of making the right transitions in their personal and professional lives. We now serve thousands of physicians and advanced practice providers and practices in need of staffing.

The company offers exceptional stability to employees, physicians and advanced practice provider partners, and maintains the highest standards for quality in the industry. As a result, we play an active role in helping physicians and advanced practice providers shape truly satisfying careers.

NALTO membership

VISTA Staffing Solutions is a member of the National Association of Locum Tenens Organizations (NALTO), an industry standards group established to ensure sound business practices. NALTO members are held to a strict code of ethics and dedicated to providing quality service to the healthcare industry.



VISTA provides opportunities for physicians and advanced practice providers in the following specialties:

Addiction Medicine	Ophthalmology
Allergy	Orthopedics
Angiography	Otolaryngology
Anesthesiology	Pain Management
Critical Care	Palliative Care
CRNA	Pathology
Dermatology	Pediatrics
Emergency Medicine	→ Developmental Pediatrics
→ Pediatric Emergency Medicine	→ Pediatric Behavior Development
Endocrinology	→ Pediatric Critical Care
Family Medicine	→ Pediatric Gastroenterology
→ Hospitalist	→ Pediatric Hematology/Oncology
→ Obstetrics	→ Pediatric Neurology
→ Urgent Care	→ Pediatric Orthopedic Surgery
Healthcare Management	Perinatology
Hospitalist	Physical & Rehabilitative Medicine
→ Emergency Medicine	Preventative Medicine Psychiatry
→ Family Medicine	→ Adult Psychiatry
→ Internal Medicine	→ Child & Adolescent Psychiatry
→ Pediatric	→ Geriatric Psychiatry
Hyperbaric Medicine	Pulmonology
Internal Medicine	Radiology
→ Cardiology	→ Interventional Radiology
→ Gastroenterology	→ Neuroradiology
→ Hematology	Rheumatology
→ Infectious Disease	Sleep Medicine
→ Nephrology	Sports Medicine
→ Oncology	Surgery
→ Pulmonology	→ General Surgery
Maternal Fetal Medicine	→ Cardiothoracic Surgery
Neonatology	→ Cardiovascular Surgery
Nephrology	→ Hand Surgery
Neurology	→ Hyperbaric Surgery
Nuclear Medicine	→ Neurosurgery
Obstetrics & Gynecology	→ Orthopedic Surgery
Occupational Medicine	→ Pediatric Surgery
Oncology	→ Spine Surgery
→ Hematology	→ Thoracic Surgery
→ Medical Oncology	→ Transplant Surgery
→ Radiation Oncology	→ Trauma Surgery
	→ Vascular Surgery
	Telemedicine
	Urology

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