

# Meet Our Team

## Program Preceptor



**BRIAN T. SMITH, MHA**, is currently the Senior Associate Dean for Administration and Finance for the University of Colorado School of Medicine and the Executive Director of CU Medicine at the CU Anschutz Medical Campus in Aurora, Colorado. Prior to joining CU Anschutz, Mr. Smith was at the Mount Sinai Health System in New York City where he served as the Senior Vice President and Chief Operating Officer of the Mount Sinai Doctors Faculty Practice and Senior Associate Dean for Clinical Affairs for the Icahn School of Medicine. Prior to joining Mount Sinai in January 2017, Mr. Smith was the founding Executive Director of Rush University Medical Group and Vice President of Clinical Affairs at Rush University Medical Center in Chicago for more than 11 years. Mr. Smith was also an Assistant Professor in the Department of Health Systems Management at Rush University where he was highly recognized as an outstanding teacher and mentor. Prior to joining Rush in August 2005, Mr. Smith spent 12 years in Tampa at the University of South Florida as Executive Director of the USF Physicians Group and was Director of Clinical Planning for the USF Health Sciences Center. Prior to moving to Tampa, he spent five years in consulting in New York-based firms.

Mr. Smith has been active in physician faculty practice issues nationally and is the past President of the Academic Practice Plan Directors and past chair of the University HealthSystem Consortium Group Practice Council. Mr. Smith currently serves as the chair of the Association of American Medical Colleges Group on Faculty Practice and is on the University HealthSystem Consortium (Vizient) Performance Improvement and Comparative Data Operations Committee. Mr. Smith was the Lay Delegate on the American Orthopaedic Association Executive Committee. In addition, Mr. Smith serves as a member of the following boards of directors: Colorado Access; Children's Hospital Colorado; CHCO Pediatric Care Network; and Coloradans Protecting Patient Access (CPPA).

Mr. Smith earned his Bachelor's degree from the Manhattan College School of Engineering in New York and received his Master's degree in health administration from the University of South Florida College of Public Health in Tampa.

## Program Managers:



**LAUREN COLLINS, MHA** - lauren.b.collins@cuanschutz.edu

Lauren Collins completed a two-year Administrative Fellowship at Emory Healthcare in Atlanta, GA following her Masters in Health Administration at Washington University School of Medicine in St. Louis, MO. After her Fellowship, Lauren worked as a Program Manager in Anesthesiology at Emory and then a Senior Manager of Business Development at the Emory Transplant Center before moving to Denver, Colorado. Lauren started her career at the University of Colorado School of Medicine in the Department of Orthopedics as a Clinical Business Manager and is now the Vice Chair of Finance and Administration for the Department of Physical Medicine and Rehabilitation in the School of Medicine.



**LAUREN FORD, MHA, FACHE** - lauren.ford@cuanschutz.edu

Following her Masters in Health Administration at the University of North Carolina in Chapel Hill, NC, Lauren Ford completed a two-year Administrative Fellowship at Emory Healthcare in Atlanta, GA. After her fellowship, Lauren worked as a Business Manager in Surgical Services and then as Operations Manager of the Patient Flow Center at Emory University Hospital before moving to Denver, CO. She started at the University of Colorado School of Medical as a Clinical Program Director and is now the Vice Chair of Finance and Administration for the Department of Otolaryngology – Head & Neck Surgery.



## Administrative Fellowship

### About University of Colorado School of Medicine and the Anschutz Medical Campus

The University of Colorado School of Medicine offers comprehensive, lifelong, interdisciplinary learning for health care professionals. With state-of-the-art laboratories for discovery and innovation, a commitment to decreasing health disparities and increasing health equity, and faculty who provide world-class clinical care at Children's Hospital Colorado and UCHealth University of Colorado Hospital, the CU School of Medicine is transforming the health care landscape. The University of Colorado School of Medicine is ranked #6 Best Medical Schools by U.S. News 2023. There are over 5,000 full-time faculty and \$550+ million in research grants awarded in 2021.

The University of Colorado School of Medicine is located on the Anschutz Medical Campus in Aurora, CO. The Anschutz Medical Campus is a comprehensive academic medical center serving more than 28,000 students in metropolitan Denver and online. There are 4,000 degrees awarded each year on campus, including more graduate and professional degrees than any other Colorado public institution. The campus offers 119 highly rated degree programs through 13 schools and colleges. Children's Hospital Colorado, University of Colorado Hospital and the Rocky Mountain Regional VA Medical Center is located on the Anschutz Medical Center as well.

## About the Program

The University of Colorado School of Medicine (CU SOM) Administrative Fellowship is a 12-month post-graduate training program designed to prepare participants for administrative leadership roles in academic medicine. Fellows will receive comprehensive exposure to the management of a highly ranked academic medical center; working with senior leaders in the School of Medicine, Fellows will observe and participate in decision-making on complex issues involving teaching, research and clinical care.

The CU SOM Administrative Fellowship Program at the University of Colorado Anschutz Medical Campus started in the summer of 2023 with two Administrative Fellows.

## Fellowship Structure

Fellows will report to the Senior Associate Dean for Administration and Finance, the Program Preceptor. The Preceptor will coordinate and structure the learning process and provide appropriate resources to Fellows.

In addition to attending senior leadership meetings in the School of Medicine with the Preceptor, the Fellow will complete 3-4 projects during the year in various areas including but not limited to:

- Finance
- Human Resources
- Information Technology Services
- Faculty Affairs
- Research Administration (Office of Grants and Contracts)
- Education Administration (Graduate and Undergraduate Medical Education)
- Faculty practice management (revenue cycle, clinic operations in the community practice division)
- Department led projects

The Fellowship will conclude with a capstone presentation of project work and deliverables.

## Application Process and Deadlines

### Overview:

See website for updated application dates each year: <https://medschool.cuanschutz.edu/deans-office/administrative-fellowship-program/application-process-and-deadlines>

- Application Cycle will open: August
- Application Deadline: Mid-September
- Phone Interviews: End of September
- Final On-Site Interviews: Mid-October
- Offer will be extended: End of October
- Program Start Date: July

## Program Requirements

Applicants should have a graduate degree in Healthcare Administration, Business Administration, Public Health, Public Administration, Nursing Administration, or an equivalent degree program.

Applicants must have earned their degree prior to starting the Administrative Fellowship Program. The only exception is for those masters' programs which require a residency or fellowship prior to matriculation but who have completed their didactic requirements.

Applicants must have the ability to comply with all University of Colorado policies and guidelines for employment.

## Application Materials

Applicants must apply via the CU Careers job posting with all required materials:

- Current Resume or CV
- Copies of unofficial undergraduate and graduate transcripts
- Three signed letters of recommendation
  - At least one from the program director or faculty member from your graduate program
  - At least one from a current or former employer
  - Third letter can be from graduate program, employer, or academic/professional reference of your choice
  - If preferred, recommender(s) may send letter directly to fellowship program manager email.
- Personal Statement (two-page limit)
  - Why do you want to pursue an administrative fellowship within the University of Colorado School of Medicine?
  - Where did you gain an interest in pursuing academic medicine?
  - What are your fellowship and future career objectives, and how will this fellowship help you to achieve those goals?