



WVU SCHOOL OF MEDICINE

SEARCH REPORT

Name of Selected Candidate:
Date Search Report is submitted to the Dean's Office:

GENERAL INFORMATION

Position Title:	Division/Department:	School/College:
Salary Range: \$		
Area of Specialization:		
New Position		
Replacement Position - Name of Person Replaced:		
Promotion - Previous Title:		
Gender:		
Social Security Number:		
Date Position is Available:		
Start Date (should be 90 days out from offer accept date to ensure provider is enrolled with payers):		
If start date is less than 90 days, please list reason why:		
<u>Check One</u>	<u>Check One</u>	<u>Check One</u>
Tenure track faculty	Full-Time Position	Regular Position
Non-tenure track faculty	Part-Time Position	Temporary Position
Nonclassified	%FTE:	End Date:
Faculty Equivalent/Ac. Prof.		Interim Position

JOB POSTING WAIVER APPROVAL (if applicable for positions not posted 30 days)

Waiver Request Summary:

Director of Physician Talent Management Signature:
(Or their designee in Physician Recruitment)

SIGNATURES

1. Hiring Official:

2. Physician Recruiter-AA/EEO Representative:

AA/EEO Clearance: Yes No

Applications/Interview disclosures (i.e. Medical Malpractice claims, criminal records, etc.) have been cleared & approved by Legal & Med Staff Affairs: Yes No

**Return this form to the WVU School of Medicine Dean's Office when you submit your draft offer letter*