



NHSC Site Application Process: Clinical Recruitment and Retention Plan

Paige Recker

Access to Care Manager

*Michigan Center for
Rural Health*

Home » [NHSC Sites](#) » How to Meet NHSC Site Eligibility Requirements

How to Meet NHSC Site Eligibility Requirements

To become a National Health Service Corps (NHSC)-approved site, your facility must meet the requirements in the [NHSC Site Reference Guide](#) (PDF - 807 KB) and [NHSC Site Agreement](#) (PDF - 291 KB).

This page provides an overview of NHSC eligibility requirements.

Give Feedback

<https://nhsc.hrsa.gov/sites/eligibility-requirements>

Recruitment and Retention Plan

CLINICIAN RECRUITMENT AND RETENTION PLAN

Your site must maintain a clinician recruitment and retention plan and keep a current copy of the plan on-site for review. Your site's plan should clearly state the policies and processes that your site will use to recruit and maintain clinical staffing levels needed to serve the community appropriately and should include specific strategies to promote clinician resiliency and reduce burnout.

As mandated by the National Health Service Corps statute, Section 333 of the Public Health Service Act, 42 U.S.C. 254f, National Health Service Corps sites must make appropriate and efficient use of assigned National Health Service Corps clinicians. A National Health Service Corps determination that the National Health Service Corps site has not made appropriate and efficient use of National Health Service Corps clinicians may be grounds for National Health Service Corps site disapproval and/or deactivation.

A solo Private Practice's Clinician Recruitment and Retention Plan must include the following:

- Recruitment and retention strategies for any potential expansion to meet community needs,
- Strategies aimed at promoting clinician resiliency and reducing burnout regarding their own well-being, and
- Contingencies should the provider no longer be able to serve patients.

APPENDIX H: SAMPLE CLINICAL RECRUITMENT AND RETENTION PLAN

Recruitment Policy

Site ABC will recruit clinical staff needed to appropriately serve the community.

Recruitment Processes

1. *Enter your top 1 recruitment process/strategy*
2. *Enter your top 2 recruitment process/strategy*
3. *Enter your top 3 recruitment process/strategy*
4. *Enter your top 4 recruitment process/strategy*

Retention Policy

Site ABC will maintain clinical staffing levels needed to appropriately serve the community.

Retention Processes

1. *Enter your top 1 retention process/strategy*
2. *Enter your top 2 retention process/strategy*
3. *Enter your top 3 retention process/strategy*
4. *Enter your top 4 retention process/strategy*

Strategies aimed at promoting clinician resiliency and reducing burnout

- *Enter your top 1 process/strategy aimed at promoting clinician resiliency and reducing burnout*
- *Enter your top 2 process/strategy aimed at promoting clinician resiliency and reducing burnout*
- *Enter your top 3 process/strategy aimed at promoting clinician resiliency and reducing burnout*

Who Submits Recruitment and Retention Plan

Exempt Facilities

- ▶ Federally Qualified Health Centers* (FQHCs)
- ▶ Federally Qualified Health Center Look-Alikes*
- ▶ Indian Health Service Facilities*
- ▶ Federal/State Prisons*
- ▶ ICE Facilities*

Non-exempt Facilities

- ▶ All other eligible National Health Service Corps site types

For questions, email

PAIGE.RECKER@AFFILIATE.MSU.EDU

