Reference Letter Requirements

To ensure a rich learning experience for all participants, admission to the Stanford Chief Wellness Officer Course is selective and based on each individual’s leadership responsibility for physician well-being within their organization. Consistent with the intention for this individual to play a pivotal role in the implementation of the organizations’ efforts to promote physician well-being, the application requires documentation of the organization’s senior leadership support for the applicant to participate in this course.

High-potential physician leaders from across the country will be selected to participate. The diversity of organizations participants represent will also enable participants to enhance their knowledge by leveraging the experience of their peers across the country.

References should come from a senior leader of the organization such as the CEO, COO, CMO or someone of equal stature and responsibility.

The following information should be included in the into the reference letter:

1. Statement of the organization’s commitment to reduce burnout and promote well-being among physicians as a strategic priority.
2. The scope of responsibility and authority the applicant has for physician well-being in the organization.
3. Indication of where the applicant sits within the organizational structure.
4. The performance expectations for the applicant upon completion of the course.
5. The impact you hope the CWO course will have preparing the applicant to lead efforts within the organization.
6. How the organization will support the applicant to be successful.

Reference letters must be on institutional letterhead and uploaded directly to the online application by the applicant.