



Mentor Program FAQ

1. What is a Mentor and who can become one?

A mentor is defined as a leader in an organization who shares his/her unique experiences, skills and strengths in support of a Mentee's development. Anyone that supervises several employees or has participated in formal mentoring programs in the past can be a Mentor.

2. What is a Mentee and who can become one?

A mentee is an HFMA member who will benefit from career development support and/or in developing a skill or competency. Any member who is either in a non-supervisory role, new to healthcare finance, or only recently promoted to a supervisory role for the first time can become a Mentee.

3. How do I become either a Mentor or a Mentee?

Complete the Mentor or Mentee questionnaire. Answer all questions honestly and as completely as possible. All questionnaires will be reviewed by a committee of current chapter members with a final recommendation being made to the Mentor Committee Chair of potential Mentor/Mentee cohorts.

4. How long does the program run?

The first selected cohort will last for one year. The Mentor Program Committee will provide support during the year to address any unforeseen circumstances. After the first year, it will be at the discretion of each Mentor/Mentee pair whether the mentorship will continue on a formal or informal basis.

5. How much time will this take from my already busy schedule?

While we may recommend a minimum number of face-to-face meetings and regularly scheduled phone calls, the time and place of interactions will have to be discussed and agreed upon by the mentors and the mentees. A reasonable expectation is a 30-minute phone call no less than once a month and a face-to-face 60 minute meeting once every 3 months.

6. What happens if my Mentor/Mentee and I can't agree on meeting times, philosophies or management styles?

Contact the Mentor Program Committee right away and we'll schedule a meeting to assess the level and severity of the disagreement and determine if there needs to be a substitute Mentor/Mentee.