

Supplemental Digital Appendix 1

Survey of Faculty Affairs Deans at U.S. Medical Schools Accredited by the Liaison Committee on Medical Education

The Association of American Medical Colleges (AAMC) and Group on Faculty Affairs (GFA) has undertaken a survey project: “Status of Late-Career Stage Faculty Members in US Medical Schools” is to gain a better understanding of how institutions are supporting and preparing late career faculty (defined as 55+) as they think about transitions to retirement. This project is an important step in continuing our exploration of the faculty life cycle and will help the GFA to gather more information about the policies and programs schools have in place to support late career faculty.

Your participation in this survey is voluntary. This survey should take approximately 5-10 minutes to complete. You may skip any particular questions or discontinue at any time. The AAMC and principal investigator, Dr. Kimberly Skarupski of Johns Hopkins University, consider these data to be confidential and will only publicly present data in the aggregate. Confidential data are data that may not be released outside of the AAMC with individual or institutional identification, except with permission from the participant.

Data collected will be de-identified and used to develop a manuscript and presentations to inform the academic medicine community about how to best support faculty as they prepare for late career transitions. If you have any questions about this research, please contact Dr. Kimberly Skarupski at kskarupski@jhmi.edu or Valerie Dandar atvdandar@aamc.org. If you have any questions or concerns about the confidentiality of this survey or your rights as a participant, please contact the AAMC Human Subjects Research Protection Program at hsrppadministrator@aamc.org.

By participating, you will be contributing valuable information to the academic medicine community about how Faculty Affairs offices can better support late career faculty. The AAMC has taken numerous steps to protect participants in this survey, however IRB requirements require that you are informed that if the information collected were to become public with individual identification that it could prove personally uncomfortable.

This research has been reviewed according to AAMC policies and procedures. By continuing, you acknowledge that you have read and understood this data disclosure and agree to participate in this survey.

Thank you for taking the time to participate in this important project.

Click the Next button below to continue.

1. Approximately, what percentage of faculty at your institution retired during July 1st 2015 - July 1st 2016?

- ☐ Less than 1%
- ☐ 2%
- ☐ 3%
- ☐ 4%
- ☐ 5% or more
- ☐ I'm not sure

2. Please rate your level of agreement or disagreement with the following statements.

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	I don't know
Retirement planning and support is a top priority for our Faculty Affairs/Development office.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Succession planning for key leadership roles is top priority for our Faculty Affairs/Development office.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Workforce planning/talent management (e.g. recruitment/retention) is a top priority for our Faculty Affairs/Development office.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

3. Does your institution have a retirement policy?

- ☐ Yes
- ☐ No, but in development
- ☐ No
- ☐ Unsure

4. If you responded "yes", how is eligibility for retirement determined at your institution (e.g. set criteria, minimum eligibility age)

5. Who has responsibility for retirement planning and support at your institution? (Check all that apply)

Please assign whole number percentages (totaling 100%) for how responsibilities are approximately divided among offices, if applicable.

Yes, office supports retirement planning	
Faculty Affairs/Development	<input type="checkbox"/>
Academic Affairs	<input type="checkbox"/>
HR	<input type="checkbox"/>
Other (Please explain below)	<input type="checkbox"/>

Office responsible for % of effort	
Faculty Affairs/Development	<hr/>
Academic Affairs	<hr/>
HR	<hr/>
Other (Please explain below)	<hr/>

OR

- ☐ We haven't yet assigned responsibility for retirement planning/support.

6. Please explain the relationship between offices across the institution to support retirement, or reasons that your institution has not yet assigned responsibility for retirement planning.

7. In what ways does your office communicate with faculty about retirement planning?

	Yes	In development	No	Unsure
Written resources	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Personal letters	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Personal meetings with Faculty Affairs deans/staff	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Pre-retirement planning workshops	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Dedicated website space with resources	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Retirement office or dedicated personnel	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

8. Please explain additional methods of communication if you selected "Other" above.

9. Does your institution offer any of the following late career and retirement related resources?

	Yes	In development	No	Unsure
Retirement counseling	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Late career development planning	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Skill building in new mission areas (e.g. full time educator, new clinical skills, etc.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Financial planning	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Emeriti or Honorific appointments	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Phased retirement, including part-time appointment options	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Early retirement incentives (e.g. tenure buy-out)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
General retirement plan/package	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Emeriti or retiree organization	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Healthcare benefits for retirees or medical bridge program	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Academic benefits for retirees (e.g. gym access, email, office/lab space, library privileges, mentoring, serving on committees, etc.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Late career or retiring faculty recognition programming (e.g. faculty legacy projects, achievement awards)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

10. Please describe any other resources your institution offers that is not listed in the above question.

11. In your opinion, have any of the following impacted faculty retirements at your institution?

- ☐ Termed tenure policies
- ☐ Post-tenure review policies
- ☐ Changes in productivity requirements
- ☐ Changes in faculty benefits (e.g. retirement benefits, health benefits)
- ☐ Changes in national grant funding
- ☐ Physician burnout
- ☐ Availability of leadership positions
- ☐ None of the above have impacted faculty retirements at my institution
- ☐ Other (Please explain) _____

12. Please provide any comments on the question above about factors that have impacted faculty retirement at your institution.

13. What is your biggest challenge in supporting late career faculty as they consider retirement? How could the GFA help you in addressing this challenge?
