



First 30 Days Checklist

To assist you in getting oriented as a “CHOC Doc,” the marketing and communications department compiled this checklist of items we recommend you complete within your first 30 days.

1. Save in favorites: “Find a Provider” directory update form and instructions.
www.chocdocs.org/directoryupdate
2. Schedule a professional photo shoot for the “Find a CHOC Doc” directory on choc.org.
Contact: Mindy Mahoney at mmahoney@choc.org
3. Provide the marketing department an updated CV and your narrative bio to use on the “Find a CHOC Doc” directory on choc.org. Email to: chocdocs@chochildrens.org
4. Familiarize yourself with the information and resources available on www.chocdocs.org
 - a. CHOC Docs Online Communications Resource Directory
www.chocdocs.org/connect
 - b. Referring Patients to CHOC www.chocdocs.org/referrals
 - c. Connect With Us
 - d. Tools and Resources
5. Sign up for the Physician Connection eNewsletter at www.chocdocs.org/subscribe
6. Connect with CHOC Children’s and CHOC Docs on social media
(On your mobile device, text “chocdocs” to 50500 and you will receive a text with links)
 - a. CHOC Docs Blog: www.chocdocs.org/mdblog (save in favorites & check weekly)
 - b. CHOC Docs Twitter: @CHOCDocs
 - c. CHOC Children’s Twitter: @CHOCChildrens
 - d. CHOC Children’s Facebook: www.facebook.com/CHOCChildrens (like us!)

If you have any questions or need assistance completing this checklist, contact:
Daniel Holloway at 714.509.4157 or dholloway@choc.org