**Resident Meal and Interview Host Schedule Tracker**

(provided by Ohio State University/Nationwide Children’s Hospital; 2017)

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| **Interview Days** | **AM HOST AT HOSP 1****(7:00-11:30)** | **PM HOST AT HOSP 2****(11:30-3:30)** | **Dinners/Hotel****6:00 (hotel pick up 5:30)** | **Dinner Host** | **Driver(s)** |
| DATE |  |  | DATE |  |  |  |
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\*INCLUDE DINNER INSTRUCTIONS: number of guests, paying for dinner, receipts, times, etc.

\*\*INCLUDE ANY DINNER TRANSPORTATION INSTRUCTIONS: where to pick up applicants, time, etc.

\*\*\*INCLUDE INTERVIEW HOST INSTRUCTIONS: which facility, times needed, tour instructions, etc.