ABSTRACT
Title: A Blueprint to Success: Onboarding a Medical Writer
Abstract Keywords: Develop credible and effective relationships, understand deliverables and account for timelines and quality, onboarding/mentoring
Objective: To demonstrate and develop credible and effective relationships and to gain a clear understanding of the quality requirements, training timeline, and process comprehension required to be a successful medical writer.
Method: Twelve industry medical writers with greater than 1 year of experience were selected to participate in a survey of onboarding and mentoring. The survey was designed to assess onboarding and mentoring experiences in the categories of efficiency, productivity, confidence, credibility, compliance, enhanced work quality, and retention.
Results: Case studies will be attached to paper.
Conclusions: The results demonstrate that medical writers whose employe were devoted more time to the onboarding and mentoring of employees provided medical writers who were more confident in their role. A focus on onboarding allowed new medical writers to interact with peers in their organizations and ask questions, request feedback, or suggest process changes as needed. By enabling the medical writers to be confident and efficient, the writers were able to prepare higher quality documents. The more confident the medical writer became, the stronger the drive was for success.

BACKGROUND
Onboarding is the process of welcoming new employees into an organization and providing them with the tools, training, and knowledge to become successful in their new role with the organization. Many organizations may have a formal orientation process usually performed by Human Resources, which familiarizes them with information for their first days of work. The onboarding is a broader, more long-term process that helps new hires acclimate to the social and performance aspects of their jobs quickly, learn the attitudes, knowledge, skills, and behaviors required to function effectively within an organization.

METHOD
To demonstrate and develop credible and effective relationships and to gain a clear understanding of the quality requirements, training timeline, and process comprehension required to be a successful medical writer.

OBJECTIVE
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REFERENCES

RESULTS
6. A large, more formal onboarding process would have been helpful as a new writer.

EVALUATION
Scenario: A medical writer who has more than 5 years of medical writing experience has accepted a position as a Senior Medical Writer in a new organization. The Medical writer has experience working on the assigned documents; however, she is not on-boarded to the new organization and finds she has questions about procedures, timelines, and team members during her initial document construction.

RESULTS CONTINUED
CONCLUSIONS
The results, demonstrated that medical writers whose employe devoted more time to the onboarding and mentoring of employees provided medical writers who were more confident in their role. A focus on onboarding allowed new medical writers to interact with peers in their organizations and ask questions, request feedback, or suggest process changes as needed. By enabling the medical writers to be confident and efficient, the writers were able to prepare higher quality documents. The more confident the medical writer became, the stronger the drive was for success.