

CHAIR'S TEMPLATE- CLINICIAN SCHOLAR
For Employed or Affiliated Faculty- Promotion/Appointment/Award of Tenure

The Chairperson's letter must summarize the evidence supporting the nomination for senior rank. Detailed, evidence-based information is required for each criterion. In this professional category, the candidate must select one leg to focus on and area to demonstrated positive outcomes.

Dear SAPC Chair:

INTRODUCTORY PARAGRAPH with BACKGROUND INFORMATION

- **PROMOTION:**
I am writing to nominate (*name and degree of nominee*) for promotion to (*Associate Professor/Professor*) in the Department of (*name of department*) in the Clinician-Scholar professional category, (*in-residence track or tenure track*)
- **APPOINTMENT:**
I am writing to nominate (*name and degree of nominee*) for appointment as (*Associate Professor/Professor*) in the Department of (*name of department*) in the Clinician-Scholar professional category, (*in-residence track or tenure track*)

In this letter I will review (*nominee's name*) experience and the rationale for his/her (*promotion/appointment*) in the Investigator professional category on the leg selected (independent or collaborative).

DESCRIBE NOMINEE'S CURRENT ACTIVITIES AND AREA OF EXCELLENCE BASED ON THE PROFESSIONAL CATEGORY FOCUSING ON THE "LEG"

Describe nominee's professional competence and provide detailed, *evidence-based information* and *objective evidence* of improvement for *ONE* of the following. The nominee should be contributor of major ideas and innovation.

1. Development of original teaching materials or improvements over those used elsewhere
2. Continuing publication in peer reviewed journals, observations, reviews, or analytic studies

LOCAL AND REGIONAL RECOGNITION

Nomination to *Associate Professor* requires evidence of an established reputation inside and outside of the immediate area as an authority in a clinical specialty.

Nomination to *Professor* requires evidence of a national reputation as evidenced by invitation to membership or fellowship in prestigious professional society for superior accomplishments within a clinical specialty or play a leadership role in the department or hospital.

CONTRIBUTIONS TO EDUCATION

Nomination to *Associate Professor* requires evidence of participation in clinical training and service; impact should extend beyond the home hospital.

Nomination to *Professor* requires evidence of performance as a key individual in clinical training and service, active and continuing participation in medical student teaching with evidence of a wide impact from teaching.

CLINICAL ACCOMPLISHMENTS

Provide information on clinical competence including specific examples of the nominee's expertise and effectiveness in delivering high quality clinical services. For *Associate Professor*, speak to applicant's authority in a clinical specialty as evidenced by referrals and visiting lectureships.

Tenure (if applicable) in the professional ranks will be granted only to persons of outstanding achievement. If the nominee is being considered for Tenure the criteria are the same as those for promotion/appointment. In addition, provide evidence that the nominee will continue with a high level of performance for an extended period of time (e.g. grant funding and the potential for grant renewals; evidence that the nominee is committed to the academic mission of the SOM; membership in multiple study sections; holding elected positions in regional or national societies; a record of independent investigations consistent with growth in future years).

SUPPORTING ACTIVITIES

Include any additional activities that will support the nomination.

SUMMARY

Provide a paragraph summarizing the nomination.

(*Department Chair Name and Signature*)

(*Center Director Name and Signature*)