

PERSONAL STATEMENT (see TEMPLATE below)

The personal statement should be organized around each criterion in the nominee's designated professional category and leg (see [Companion Document](#) for requirements of each professional category). Within the personal statement, the **nominee must** provide a summary of the nominee's academic activities and professional development, along with objective evidence supporting the personal statement narrative. One effective approach is to use appendices for providing objective evidence, which is cited in the personal statement. Keep in mind the SAPC is an interdisciplinary group. Write the statement for a mixed audience of clinicians and basic scientists.

**PERSONAL STATEMENT TEMPLATE- MEDICAL EDUCATOR**  
**for Employed and Affiliated Faculty – Promotion/Appointment**

(The nominee is responsible for the accuracy of the Personal Statement and all nomination material)

This template is to be used as a guide to organize your thoughts around your desired nomination. Overall, this Personal Statement should accurately and concisely describe your background and professional development in detail for people who may not know you. Organize your accomplishments in the professional category you have chosen to pursue your nomination. Describe in detail your teaching accomplishments and your local, regional and when necessary, your national and international presence. This is an opportunity for you to promote your accomplishments.

Your Personal Statement should follow this template with each section broken down as a new paragraph.

**1. Introduction:**

Briefly describe your background, your professional history and your role in your Department.

**2. Professional Category:**

Describe your professional accomplishments related to the category/leg and provide outcome data (e.g. I am requesting promotion/appointment in the Medical Educator professional category under the curriculum development leg, etc.)

**MEDICAL EDUCATOR professional category:**

You will need to discuss all requirements of the professional leg:

**3. A high level of professional competence, as well as significant achievement, in ONE of the following legs:**

- a) **Clinical achievement:** Although you should feel free to document more than one clinical achievement, if you select the clinical achievement criterion, ***a single focused accomplishment*** should be chosen as the basis for appointment or promotion. Whichever focused accomplishment is chosen, you must demonstrate objective positive impact in the quality of patient care:
  - 1) clinical protocol and guidelines
  - 2) clinical program
  - 3) quality initiatives
- b) **Research:** Achievement is demonstrated through sustained publication in peer reviewed professional journals of observations, analytical studies, or topic reviews. Emphasis will be given to first or corresponding authorships.
- c) **Education:** Achievement in education is measured through the development of one of the following and ***objective demonstration of its positive outcomes***. There must be objective evidence of your personal contributions to the development or improvement.
  - 1) New or innovative educational program
  - 2) New or innovative curriculum
  - 3) Leadership of new or innovative educational programs
  - 4) New or innovative assessment tools
  - 5) A recognized leader in the skills of mentoring/advising

d) **Health Service Management:** Achievement is measured through *one* of the following with objective evidence of personal contributions to the development and improvement:

- 1) Clinical programs or clinical support programs which improve the effectiveness, efficiency, safety, timeliness, patient-centeredness equity of health care delivery
- 2) Development of effective physician leadership programs or scholarly evaluation of health care delivery

**4. Teaching and Education:**

Each category requires evidence of active and effective participation in education. The majority of faculty have expertise or effective teaching in one area but if you have more than one area please describe (e.g. undergraduate, graduate, graduate medical education, post graduate and continuing education of faculty). This is not limited to classroom education but can involve education in the clinic or laboratory. Teaching awards, honors, or distinctions should be described in this section. Impact of teaching should extend beyond the University hospital as evidenced by invitations to teach in other institutions or in the programs of professional societies and continuing medical education (CME) courses.

**5. Local, Regional, National presence:**

The rank for which you are being nominated, Associate Professor or Professor, will determine what you speak to in this paragraph.

- **Associate Professor:**

Requires both local (institutional influence) and regional influence/recognition of your activities.

- **Professor:**

Provide evidence of institutional/local influence, regional and national recognition.

**6. Conclusion:**

Final thoughts/summation. This paragraph can also describe your other professional contributions and service to UConn Health.