

Clinical Faculty Appointment Guidelines

Citizenship Hours/Activities (Certified by DUCOM Department Chair and Director of Medical Education, if applicable)

Each rank is assigned a required level of activities. The faculty member must fulfill most of the activities of the level as assigned to the rank

Level I	<ul style="list-style-type: none"> • Teaches 1-2 learners per clinical rotation for at least 5 rotations per year • Teaches students, residents, grad students, fellows, faculty, or other health care professionals/staff in a formal classroom • Performs and submits formal evaluations of students, residents, or fellows • Mentors individually and with continuity over time students, residents, grad students, fellows, faculty, or other health care professionals/staff • Leads clinical rounds and educates medical students, residents or fellows at the bedside • Supervises direct patient care of medical students, residents or fellows • Prepares, presents, supervises evidence-based clinical case conferences • Performs or supervises other teaching/academic activities (e.g., topical clinical lectures, journal clubs, clinical research, abstract/manuscript writing) • Participates as a member on medical school and affiliate educational committees
Level II	<ul style="list-style-type: none"> • Teaches 1-2 learners per clinical rotation for at least 3-4 rotations per year • Performs and submits formal evaluations of students, residents, or fellows • Leads clinical rounds and educates medical students, residents or fellows at the bedside • Supervises direct patient care of medical students, residents or fellows • Performs or supervises other teaching/academic activities (e.g., topical clinical lectures, journal clubs, clinical research, abstract/manuscript writing)
Level III	<ul style="list-style-type: none"> • Teaches 1-2 learners per clinical rotation for at least 1-2 rotations per year • Performs and submits formal evaluations of students, residents, or fellows • Leads clinical rounds and educates medical students, residents or fellows at the bedside • Supervises direct patient care of medical students, residents or fellows • Performs or supervises other teaching/academic activities (e.g., topical clinical lectures, journal clubs, clinical research, abstract/manuscript writing)

Definitions

Required	Fulfillment is required to be appointed or promoted to rank, and must be evident in supporting documents
Preferred	Fulfillment is not required, but will be positively considered if activity is evident in supporting documents
Not Required	Fulfillment is not necessary. It may be useful, however, to include supporting documents if applicable activities are performed.

Eligibility

PhDs in Clinical Departments engaged in basic science research are not included in this model

Board certification by an ABMS or AOA member Board is required for all clinically active physicians pursuing the rank of Assistant Professor or higher. Foreign medical graduates with certification by well established specialty organizations maybe be considered in special circumstances.

Clinical Faculty Appointment Guidelines
Professor, Professor of Clinical, Clinical Professor

	Unqualified			Qualified	
	Professor (Clinical Research Track)	Professor (Clinical Education Track)	Professor (Clinical Leadership Track)	Professor of Clinical	Clinical Professor
Citizenship Hours/Activities per year	Level I	Level I	Level I	Level I	Level II
Tenure of Title eligibility	Tenure of Title eligible	Tenure of Title eligible	Tenure of Title eligible	Not eligible	Not eligible
Board Certification	Required for all clinically active physicians Not required for non-physicians				
Letter Requirement <i>Referees must be Professor *Source of the letters should reflect the sphere of influence of the candidate</i>	DUCOM Department Chair 4 external 4 internal 2 within the department 2 outside the department	DUCOM Department Chair 4 external 4 internal 2 within the department 2 outside the department	DUCOM Department Chair 4 external 4 internal 2 within the department 2 outside the department	DUCOM Department Chair 3 external 3 internal 2 within the department 1 outside the department	DUCOM Department Chair 2 external 2 internal 1 within the department 1 outside the department
Sphere of Influence					
Local/Regional	Required	Required	Required	Required	Required
National	Required	Required	Required	Preferred	Preferred
International	Required	Preferred	Preferred	Not Required	Not Required
Scholarly Activity	Required	Required	Required	Preferred	Not Required
Leadership in Professional Societies	Preferred	Preferred	Required	Preferred	Preferred

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	Professor (Clinical Research Track)	Professor (Clinical Education Track)	Professor (Clinical Leadership Track)	Professor of Clinical	Clinical Professor
Service					
College of Medicine	Required	Required	Required	Required	Preferred
Hospital/Clinical Campus	Not Required	Not Required	Required	Required	Preferred
University	Preferred	Preferred	Preferred	Preferred	Not Required
Mentorship of students, residents, fellows, faculty and staff	Required	Required	Required	Required	Preferred
Committee Activities	Required	Required	Required	Required	Preferred
Community Service					
Participation in patient centered organizations	Preferred	Preferred	Required	Preferred	Preferred
Personal Community Service	Preferred	Preferred	Preferred	Preferred	Preferred
Advocacy	Preferred	Preferred	Preferred	Preferred	Preferred
Mentorship	Preferred	Preferred	Preferred	Preferred	Preferred

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Education					
Curricular/ Program Development	Preferred	Required	Preferred	Preferred	Not Required
Recognition of Teaching Excellence	Preferred	Required	Preferred	Preferred	Not Required
Clinical					
Clinical Excellence	Preferred	Not Required	Required	Required	Required
Leadership of Programs and Centers	Preferred	Preferred	Required	Preferred	Preferred
Innovation in Care Delivery	Preferred	Not Required	Required	Preferred	Preferred
Improvements in Quality/Safety	Not Required	Not Required	Required	Preferred	Preferred
Recognized Expert in Field	Not Required	Not Required	Required	Required	Preferred
Research					
Consistent History of:					
Independent	Required	Preferred	Preferred	Not Required	Not Required
Team	Preferred	Preferred	Preferred	Not Required	Not Required
External Funded	Preferred	Preferred	Preferred	Not Required	Not Required

Clinical Faculty Appointment Guidelines
Associate Professor, Associate Professor of Clinical, Clinical Associate Professor

	Unqualified			Qualified	
	Associate Professor <i>(Clinical Research Track)</i>	Associate Professor <i>(Clinical Education Track)</i>	Associate Professor <i>(Clinical Leadership Track)</i>	Associate Professor of Clinical	Clinical Associate Professor
Citizenship Hours/Activities per year	Level I	Level I	Level I	Level I	Level II
Tenure of Title eligibility	Tenure of Title eligible	Tenure of Title eligible	Tenure of Title eligible	Not eligible	Not eligible
Board Certification	Required for all clinically active physicians Not required for non-physicians				
Letter Requirement <i>Referees must be Associate Professor or higher</i> <i>*Source of the letters should reflect the sphere of influence of the candidate</i>	DUCOM Department Chair 3 external 4 internal 2 within the department 2 outside the department	DUCOM Department Chair 3 external 4 internal 2 within the department 2 outside the department	DUCOM Department Chair 3 external 4 internal 2 within the department 2 outside the department	DUCOM Department Chair 2 external 3 internal 2 within the department 1 outside the department	DUCOM Department Chair 1 external 2 internal 1 within the department 1 outside the department
Sphere of Influence					
Local/Regional	Required	Required	Required	Required	Required
National	Preferred	Preferred	Preferred	Preferred	Not Required
International	Not Required	Not Required	Not Required	Not Required	Not Required
Scholarly Activity	Required	Required	Required	Preferred	Not Required
Leadership in Professional Societies	Preferred	Preferred	Required	Preferred	Preferred

Clinical Faculty Appointment Guidelines
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	Unqualified			Qualified	
	Associate Professor (<i>Clinical Research Track</i>)	Associate Professor (<i>Clinical Education Track</i>)	Associate Professor (<i>Clinical Leadership Track</i>)	Associate Professor of Clinical	Clinical Associate Professor
Service to College of Medicine, University, Hospital					
College of Medicine	Required	Required	Required	Required	Preferred
Hospital/ Clinical Campus	Not Required	Not Required	Required	Required	Preferred
University	Preferred	Preferred	Preferred	Not Required	Not Required
Mentorship of students, residents, fellows, faculty and staff	Required	Required	Required	Preferred	Preferred
Committee Activities	Required	Required	Required	Required	Preferred
Community Service					
Participation in patient centered organizations	Preferred	Preferred	Preferred	Preferred	Preferred
Personal Community Service	Preferred	Preferred	Preferred	Preferred	Preferred
Advocacy	Preferred	Preferred	Preferred	Preferred	Preferred
Mentorship	Preferred	Preferred	Preferred	Preferred	Preferred

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Education					
Curricular/ Program Development	Preferred	Preferred	Preferred	Not Required	Not Required
Recognition of Teaching Excellence	Preferred	Preferred	Preferred	Preferred	Not Required
Clinical					
Clinical Excellence	Not Required	Not Required	Preferred	Required	Preferred
Leadership of Programs and Centers	Preferred	Preferred	Preferred	Preferred	Not Required
Innovation in Care Delivery	Not Required	Not Required	Preferred	Preferred	Not Required
Improvements in Quality/Safety	Not Required	Not Required	Required	Preferred	Preferred
Recognized Expert in Field	Not Required	Not Required	Preferred	Preferred	Preferred
Research					
Consistent History of:					
Independent	Preferred	Preferred	Preferred	Not Required	Not Required
Team	Preferred	Preferred	Preferred	Not Required	Not Required
External Funded	Preferred	Preferred	Preferred	Not Required	Not Required

**Clinical Faculty Appointment Guidelines
Adjunct Faculty**

	Senior Adjunct	Clinical Adjunct	Adjuncts with primary appointments at other institutions
	Level III	Level III	Level III
Letter Requirement	DUCOM Department Chair 1 internal or external and 1 letter from DME or Academic Campus Chair if applicable	DUCOM Department Chair 1 letter from DME or Academic Campus Chair if applicable	DUCOM Department Chair 1 letter from DME or Academic Campus Chair if applicable

