

## Otolaryngology Review of Tenured Faculty Members

### Teaching Activities

Lecturing, facilitating small groups, instructing in laboratories, and other forms of participation in formal courses for medical and graduate students.

Supervision of graduate student and postdoctoral research programs.

Mentoring of junior faculty and peers.

Clinical teaching of medical students and residents or fellows.

Participation in continuing medical education programs.

Development of teaching materials, in print or electronic media.

Development of courses and curricula.

Education for the public at large.

Education of undergraduate students.

### Associate Professor

- Favorable evaluations by students or residents, as part of a systematic evaluation program.
- Favorable evaluations of courses and curricula, as part of a systematic evaluation program.
- Favorable performance data for students or residents, where these can be attributed largely to the individual faculty member.
- Educational presentations or workshops at meetings of national/international professional societies.
- Attendance and participation in M&M. Expected attendance is 85% of the time if faculty member is in town.

### Full Professor

- Excellent evaluations by students or residents, as part of a systematic evaluation program.
- Excellent evaluations of courses and curricula, as part of a systematic evaluation program.
- Excellent performance data for students or residents, where these can be attributed largely to the individual faculty member.
- National/international use of teaching materials..

- Teaching awards from students or peers.
- Publication of teaching materials in peer-reviewed repositories.

## Scholarship

### Associate Professor

- 3-6 Publications (in a 5 year period) of articles in professional journals appropriate to the field of endeavor. Greater significance will be attributed to first and/or senior authored papers in peer reviewed journals, but all publications will be evaluated.
- Publications of books, monographs, or manuals on paper or in electronic media that are widely disseminated, evaluated by peers, and advance the field of endeavor.
- Award of extramural support commensurate with the area of interest.
- Demonstration of a sustained leadership role in an independent research program (e.g., research program leader or laboratory/clinic director).
- Evidence for a principal role in management and/or support of a collaborative research program (e.g., letters from program leader or members of the research program).
- Invited presentations of original scientific data at major national or international meetings, or at major institutions or research organizations.
- Development/award of patents for discoveries in the candidate's field.
- Leadership and/or organization of peer-reviewed clinical trials as

### Professor

- A substantial record of peer-reviewed first and/or senior authored publications that demonstrate evidence of originality as an investigator. Approximately 1 publication per year, minimum.
- A senior leadership role demonstrating superior competence and outstanding productivity on research projects.
- Consistent extramural support for an established research program.
- Service on National Advisory Councils or Boards, Editorship of journals, Leadership of national/international study sections, consensus panels, etc.
- Leadership and/or organization of peer-reviewed clinical trials as documented by program reviews or letters.
- Service on study sections (or scientific peer review groups), consensus panels, etc.
- Leadership of national meetings or workshops.
- Service on editorial boards of journals.

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- Service on study sections (or scientific peer review groups), consensus panels, etc.
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## Educational Scholarship

### Associate Professor

- College-level teaching awards from peers.
- Publication of teaching materials in peer-reviewed repositories or journals.
- Development of teaching materials or curricular approaches that are adopted by other institutions.
- Publication of research on education and learning assessment in peer-reviewed journals.
- Presentation of research on education and learning assessment at national/international meetings.
- Research on the efficacy of creative new teaching materials, courses, and curricula.
- Writing reviews or textbooks on content areas in health sciences education.
- Competitive local funding of educational research and development programs.

### Professor

- National/international teaching awards.
- National/international use of teaching materials.
- Widespread impact of instructional, curricular, or learning assessment approaches.
- Sustained, peer-reviewed program of research on education and learning assessment.
- Competitive external funding of research program on education and learning assessment.
- Leadership role in national/international health sciences education professional societies.

## Clinical

### Associate Professor

- Invited audiovisual or poster presentations for clinical reviews or dissemination of innovative techniques at local clinically relevant venues.
- Development/award of patents for discoveries in the candidate's clinical field.
- Initiation and/or organization of investigator initiated clinical trials.
- Service on study sections or scientific peer review groups relevant to clinical field.
- Abstracts from contributions at national meetings or workshops.
- Service on editorial boards, or consistent contributions as ad-hoc reviewer for clinical journals.
- Site-leader for multi-institutional collaborative clinical studies.
- Award of extramural support for work in clinical area of interest.

### Professor

- Invited clinical review presentations or reports of experience with innovative techniques at major national or international professional meetings, or at major institutions.
- Leadership and organization of continuous medical education and other clinical review meetings.
- Service on National Advisory Councils or Boards, Editorship of journals in clinical areas.
- Leadership of national/international study sections, consensus panels, etc.
- Leadership of multi-institutional collaborative clinical studies.
- Consistent extramural support for an established research program

## Academic & Administrative

### Associate Professor

- Participates in mentoring of trainees and junior colleagues
- Committee membership within the Department or College.
- Task force membership
- Thesis committee membership
- Student/faculty advisor or mentor
- Journal reviewer
- Individual grant reviewer or local grant review committee
- Media presentations/interviews
- Participation in health care planning programs
- Work with governmental agencies/legislature
- Leadership role in dealing with health issues at local level
- Board membership on health-related organizations or agencies.
- Officer in local professional organization.
- Membership on health organization/hospital committees

### Professor

- Formal primary mentoring of faculty, and trainees
- Committee membership at the university level.
- Task force membership at the university level.
- Major leadership role within a committee or task force.
- Appointment to position of significant responsibility within the Department, College or University.
- Editorial board of professional or scientific journals
- Federal/national study section or grant review committee
- Leadership role in dealing with health issues at regional, national or international levels.
- Leadership role in national/international professional organization.
- Membership on certification/licensure/specialty boards.
- Leadership role on health organization/hospital committees
- Session chair/moderator at national/international meetings
- Pursuit of advanced degree or coursework in furtherance of academic or administrative role

- Participation in public education and advocacy activities
- Pursuit of advanced degree or coursework in furtherance of academic or administrative role



## Clinical Service

### Associate Professor

- Clinical service 12 months of the year, including participation in call commensurate with other members of your service.
- Documentation completed in a timely fashion, as tracked by departmental measures. (weekly lists, chart reminders, etc)
- Departmental and/or interdepartmental recognition of excellence in clinical skills by peers.
- Maintain clinical productivity at RVU benchmark (CBFTE at 65 percentile?) A downward variance of 10% annually without identifiable outside cause (leave of absence, etc) will be considered non-compliance.
- Consistently favorable reports on quality assurance and/or risk management assessments.
- Consistently favorable reports in patient satisfaction assessments collected by the institution.
- Creative, active participation in the evaluation of the effectiveness (quality, utilization, access, cost) of the care being provided.
- Evidence that a unique clinical service is provided.
- Timely completion of all medical records
- Maintenance of appropriate certifications and licensures (boards, ACLS, other training)

### Professor

- Clinical service 12 months of the year, including participation in call commensurate with other members of your service
- Recognition of mastery of clinical skills by:
  - Becoming a regional source of referral for expert opinion.
  - Invitations to participate in practice guideline committees, external program reviews.
  - Invitations to consult with government, insurance, or drug agencies.
- Creatively revises and improves quality assurance and/or risk management procedures.
- Documentation completed in a timely fashion, as tracked by departmental measures. (weekly lists, chart reminders, etc
- Maintain clinical productivity at historical RVU's. A downward variance of 10% annually without identifiable outside cause (leave of absence, etc) will be considered non-compliance.
- Recipient of awards for outstanding patient care delivery.
- Development of new techniques, therapies, or health care delivery systems that have improved the health of the population served.
- Timely completion of all medical records

- Maintenance of appropriate certifications and licensures (boards, ACLS, other training)