

Summary of your accomplishments since your last advancement

The Merits & Promotion Committee is recommending that the summary of accomplishment be completed to further assist in reviewing your packet. Please attach this form as a *Personal Statement* under the Attachment tab in your packet.

NAME:

Please provide specific details since the last merit increase or promotion in each category below as to why you should be considered for advancement. What you provide here may be incorporated into the Chair's letter that will accompany your advancement dossier. Although it is tempting to recycle from the many summary sections in your CV, **PLEASE** be original in writing your summaries, keeping in mind the chair letter and CV will be reviewed together.

TEACHING AND MENTORING ACTIVITY

(Evaluation of your excellence as a teacher is an essential component in your advancement. In addition to teaching/mentoring, this may include your role/contributions to the course/program and any improvements/advancements to the course/program under your leadership.)

e.g., My formal teaching activities include course XXX, a course for approximately YY medical students.

My informal teaching includes operating room supervision of anesthesia residents/fellows, I also participate as a lecturer in the keyword review sessions, 1st year anesthesia resident didactic session, critical care rounds, pain rounds, lectures to fellows, etc.

I am a career mentor to XX of anesthesia residents, and a research mentor to YY postdoctoral fellows

e.g, I have also received the Kaiser Teaching Award for 2016, an award nominated by UCSF medical students

RESEARCH AND CREATIVE ACTIVITY

- Productivity – Original peer-reviewed publications/dissemination; Progression/trajectory of research; Literature in the form of manuscripts, chapters, books; Development of new methods and tools.
- Independent Contributions – Authorship (first or senior authorship); PI status; Collaborative research contributions (essential, creative and unique contributions)
- Significance – Funding sources (competitive extramural support); Quality of journal publications
- Creative activity may include development of innovative programs and teaching materials, or enhancement of a service.

e.g., Since the last merit increase, I have published XX peer reviewed publications, and YY are accepted and in press. Of these publications, I am first author in XX and senior author in YY. Additional dissemination includes XX lectures nationally and YY regionally.

or

e.g., My creative program includes developing a new curriculum for medical student learning anesthesia in the operating room. I presented this method as an invited poster presentation in XXX meeting, and also published this as a non-peer reviewed publication in YY journal.

PROFESSIONAL COMPETENCE

- Editorial/reviewer activities
- Grant reviewer
- Professional organization activities
- Honors and Awards (i.e.: 2012 Excellence in Teaching; 2010 Young Investigator Award; 2012 Faculty Award)

e.g., In addition to my clinical excellence, I also serve as a member in a task force of the California Society of Anesthesiologists on operating room efficiency.

My service to professional publications include being an ad hoc reviewer for Anesthesiology (XX papers reviewed between 20XX-20XX)

(teaching awards can be mentioned under teaching, other awards such as research award or election to prestigious societies can be mentioned here)

UNIVERSITY AND PUBLIC SERVICE

(Include administrative responsibilities, and departmental, school and University committee services, as well as service to national academic societies and to the community)

e.g., My University service includes service at the hospital, and departmental levels, serving in a total of XX committees since the last merit increase.

EVALUATION OF DIVERSITY

(Although not a criterion for advancement, contribution to issues of diversity and the education and service to underserved communities or populations that promotes diversity will strengthen your profile)

JUSTIFICATION OF ACCELERATION (if appropriate)

e.g. since the last merit increase, I have done X, Y Z (focus on the main area(s) you want to be accelerated on. It has to be outstanding achievement in that specific area(s))