**Academic Position Description**

**Clinician Teacher – Clinical MD Full Time**

|  |  |  |
| --- | --- | --- |
| **Faculty Name** | **Dr.** |  |
| **Hospital Site** |  |  |

This academic position description is intended to outline important elements that will be useful in conducting annual reviews and the three-year probationary review; the individual components are not all mandatory but assist in forming a composite picture of a faculty member’s progress.

**General Description:** The Clinician-Teacher will have major clinical and educational responsibilities, and will facilitate the research, teaching and education by others. Teaching may be done concurrently with clinical care and/or in organized educational programs.

**Time Distribution:** The faculty member is engaged in academic activities for 80% or more of their professional time. The faculty member also contributes to the provision of clinical service which is essential to the academic mission. The time spent in academic-related activities will be distributed as follows:

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Requirements** | **Time Distribution** | **Description / Comments** |
| **Clinical Activity and related teaching** | Academic contributions will be mostly in the context of clinical care   1. Undergraduate student teaching (e.g. medical pre-clerkship and/or clerkship) — at least 8 evaluated days per year of student contact. 2. Postgraduate teaching of residents and fellows, at least 20 evaluated days per year, during the course of clinical Anesthesiology and Pain Medicine, pain management, critical care, and in Anesthesiology and Pain Medicine clinics. | 80% | The clinician teacher will contribute to bedside teaching of medical students, residents and fellows as appropriate for the location and details of practice |
| **Formal Teaching (outside of clinical care)** | Hospital or University rounds, seminars, formal courses, continuing professional development, and faculty development activities. | 5% |  |
| **Research Activity** | The clinician teacher will collaborate and facilitate the research of other members of the department | 10% | Some Clinician-Teachers may develop research interests in educational scholarship |
| **Administrative Activity** | He/she may be a member of 1 -2 university, departmental or hospital educational committees | 10% | Some Clinician Teachers may demonstrate leadership in education, in educational rotations or courses or participate in educational committees at the hospital, departmental, or Faculty level. |

**Reporting Relationship:** The faculty member will report to the Hospital Chief and to the Faculty Department Chair, University of Toronto. The Hospital Department Head and Faculty Department Chair are available to discuss the career development of the faculty member.

**Annual Academic Review:** For each annual review, the Clinician-Teacher must have an up to date CV and teaching dossier following the University of Toronto format. For some types of scholarly activity, an updated Creative Professional Activity (CPA) dossier is also advised. He/she must also acknowledge the Department of Anesthesiology and Pain Medicine, University of Toronto, on all publications and presentations (oral, written).

**Three-year Academic Probationary Review:** The progress and contributions in each area of activity will be given a comprehensive review at the end of the first three years of appointment. The review process will be conducted by the Departmental Appointments Committee and the Chair, with input from the Hospital Chief. A satisfactory review will result in a Continuing Annual Appointment with annual reviews. An unsatisfactory review may result in an extension of the probationary period up to two more years or in the termination of the appointment.

Your signature here confirms that you have read and had an opportunity to discuss this appendix and the review process:

|  |  |  |  |
| --- | --- | --- | --- |
| Appointee (Print Name) | Date |  | Signature |
| Anesthesiologist-in-chief (Print Name) | Date |  | Signature |
| Chair (Print Name) | Date |  | Signature |

**Annual Review: Years 1 to 3**

**Clinician-Teacher**

The hospital anesthesiologist-in-chief should report on teaching and educational activity.

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Activity** | **Evidence of Achievement** | | **Required** | **Yr 1** | | **Yr 2** | | **Yr 3** |
|  | **Teaching** | | | | | | | | | |
| Concurrent with provision of clinical care | |  | |  |  | |  | |  |
|  | undergraduate (Clinical Clerks)  postgraduate (Residents and Fellows) | teaching evaluation reports from MedSIS, POWER, or hospital based evaluations | | ✓\* |  | |  | |  |
| Formal Teaching apart from clinical care | |  | |  |  | |  | |  |
|  | Undergraduate   * PBL. ASCM, portfolio * Anesthesiology and Pain Medicine simulation days for clerks | evaluations  letters from students  teaching dossier | | ✓\* |  | |  | |  |
|  | postgraduate   * curricular seminars for residents * hospital based resident seminars * resident simulation teaching * fellows’ seminars | evaluations  teaching dossier | | ✓  (years 2&3) |  | |  | |  |
|  | Hospital rounds  city wide rounds | evaluations  teaching dossier | | ✓  (year 3) |  | |  | |  |
|  | continuing professional development  faculty development | programs  evaluations  teaching dossier | | ±  (year 3) |  | |  | |  |
|  | Regional or national meetings | programs  evaluations  teaching dossier | | ±  (year 3) |  | |  | |  |
|  | **Evaluation** | | | | | | | | | |
|  | clinical clerk OSCE  resident annual oral examinations | teaching dossier | | ✓  (years 2&3) |  | |  | |  |
|  | \*normal delay in accumulating evaluations may preclude availability in the first year | | | | | | | | | |
| **Evidence of Personal Development as a Teacher** | | | **Required** | **Yr 1** | | **Yr 2** | | **Yr 3** | | |
| Has identified and meets with a mentor | | | ✓ |  | |  | |  | | |
| Attends Faculty Development Day | | | ✓ |  | |  | |  | | |
| Enrolled in educational programs | | |  |  | |  | |  | | |
| CFD Stepping Stones and other programs | | | ± |  | |  | |  | | |
| Department of Medicine Master Teacher Program | | | ± |  | |  | |  | | |
|  | | |  |  | |  | |  | | |
| **Evidence of Scholarly Activity** | | |  |  | |  | |  | | |
| *documented in CV, teaching dossier, CPA dossier* | | | ± |  | |  | |  | | |
|  | | |  |  | |  | |  | | |
| **Evidence of Administrative Activity** | | |  |  | |  | |  | | |
| *documented in CV* | | | ± |  | |  | |  | | |

**Clinician-Teacher Reporting Form**

**Year reviewed: 20\_\_\_**

Year of appointment

1 🞏 2 🞏 3 🞏

NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Hospital: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Required: CV (WebCV) 🞏  Teaching dossier (WebCV) 🞏  Optional: Creative Professional Activity (CPA) dossier 🞏 | | |  | |
|  | **Activity** |  | |  |
|  |  | ***All answers and materials should***  ***refer to year in review*** | |  |
| **Teaching** | | | | |
| **Teaching concurrent with provision of clinical care** | | | | |
|  | undergraduate (Clinical Clerks) | Clinical days booked with **Clinical Clerks**:  *include OR and other days with patient contact*  *include regular rotations and electives/selectives* | | \_\_\_\_\_ |
|  |  | *Attach teaching evaluations*  *from MedSIS or hospital-based evaluations* | | 🞏 |
|  | postgraduate (Residents and Fellows) | Clinical days booked with **Residents**  *include OR and other days with patient contact* | | \_\_\_\_\_ |
|  |  | Clinical days booked in OR with **Fellows**  *include OR and other days with patient contact* | | \_\_\_\_\_ |
|  |  | *Attach teaching evaluations*  *from POWER or hospital-based evaluations* | | 🞏 |
|  | | | | |
| **Teaching apart from clinical care** | |  | |  |
|  | Undergraduate | * PBL. * ASCM, * portfolio * Anesthesiology and Pain Medicine simulation days for clerks * other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | 🞏  🞏  🞏  🞏  🞏 |
|  |  | *Attach evaluations*  *Letters from students may be included*  *Document in teaching dossier* | | 🞏 |
|  | Postgraduate | * central curriculum seminars for residents * hospital based resident seminars * resident simulation teaching * other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | 🞏  🞏  🞏  🞏 |
|  |  | * fellows’ seminars | | 🞏 |
|  |  | *Attach evaluations*  *Document in teaching dossier* | | 🞏 |
|  | Rounds | * hospital rounds * city wide rounds | | 🞏  🞏 |
|  |  | *Attach evaluations*  *Include Notice of Rounds*  *Document in teaching dossier* | | 🞏 |
|  | Continuing Professional Development and Faculty Development | *Attach evaluations*  *Include announcements or event programs*  *Document in teaching dossier* | | 🞏 |
|  | Regional or national meetings | *Attach evaluations*  *Include announcements or event programs*  *Document in teaching dossier* | | 🞏 |
|  | | | | |
|  | | | | |
| **Evaluation** | | | | |
|  | Participation in clinical clerk OSCE or  resident annual oral examinations | *Document in teaching dossier* | | 🞏 |

|  |  |  |
| --- | --- | --- |
| **Evidence of Personal Development as a Teacher** | | |
| Mentor: Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Number of meetings in year | \_\_\_ |
| attended Faculty Development Day |  | 🞏 |
| enrolment in educational programs (optional) |  | 🞏 |
| CFD Stepping Stones |  | 🞏 |
| Department of Medicine Master Teacher Program |  | 🞏 |
| other *(name)*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | 🞏 |
|  | | |
| **Evidence of Scholarly Activity** |  |  |
|  | *Document in CV, teaching dossier, or CPA dossier* |  |
|  |  |  |
| **Evidence of Administrative Activity** |  |  |
| committees | *Document in CV* |  |
| other *(specify)* |  |  |