DUKE UNIVERSITY SCHOOL OF MEDICINE

CURRICULUM VITAE

for the Permanent Record

and the

Appointment, Promotions and Tenure Committee

**Date CV prepared:**

**Name** (complete with degrees):

**Preferred familiar name**:

**Primary academic rank**:

**Primary academic department**:

**Secondary academic rank (if any)**:

**Secondary academic department (if any)**:

**Other titles (if any)**:

**Rank and date of first Duke Faculty appointment**:

**NC Medical Board license certificate number**:

**Next renewal date** (month / day / year):

**Specialty certification(s) and date(s)**:

**Education:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Institution (name, location) | Degree | Degree Date |
| High School: |  |  |  |
| College: |  |  |  |
| Graduate or  Professional School: |  |  |  |

**Professional training and academic career** (chronologically, beginning with first postgraduate position):

|  |  |  |
| --- | --- | --- |
| Institution | Position/Title | Dates |
|  |  |  |
|  |  |  |
|  |  |  |

**Scholarship**

For journal references

* PubMed citation format preferred
* Include PMID, PMCID, DOI (if available)
* Number entries sequentially in chronological order, with #1 the oldest
* List all authors, do not use “et al.”
* Highlight your name in bold
* Do not list papers in preparation, submitted papers that have not been accepted for publication
* Identify papers accepted for publication but not yet published as “in press”
* Include notation if co-first author (e.g., mark with asterisk or caret, describe co-author role)
* Include notation if scholarship in JEDAI, advocacy, open science domains (e.g., mark with asterisk or caret, identify domain)

1. **Publications in refereed journals** (refereed journals are scientific publications that have active editorial boards and a system of critical review of all submissions), including:

* Named author publications
* Study Group publications (multicenter investigations where you were a PI or investigator, but not a named author)
* Letters and editorials
* Invited scientific reviews
* Position and background papers (e.g., guidelines, consensus statements)

1. List oldest first
2. List second oldest
3. Etc.
4. **Books** (indicate as author or editor):

* Books
* Book chapters

1. **Digital output, other forms of public dissemination** (other than publications / presentations):

* Social media
* Traditional media (e.g., broadcast, news media)

1. **Abstracts** (list up to 10 of your most impactful abstracts):
2. **Non-refereed publications** (non-refereed publications refer to published manuscripts which are not subject to a system of critical review – articles are often solicited by the publisher):
3. **Other forms of scholarship dissemination** (not included above):

**Appointments and Recognition:**

1. **Scientific reviewer** (e.g., editorial boards, study section review group):
2. **Professional societies, service organizations** (list membership status, leadership positions, committee membership, etc.):
3. **Advisory and consultant appointments** (include government, non-government organizations, life science companies, private organizations, etc.):
4. **Scholarly societies** (Alpha Omega Alpha, Sigma Xi, Phi Beta Kappa, etc.):
5. **Professional awards and recognition:**

**Research support**

**Current:**

**Project title:**

**Grant number:**

**PI:**

**Your role:**

**Your % effort:**

**Funding source:**

**Funding amount:**

**Duration:**

**Project synopsis:**

**Completed:**

**Project title:**

**Grant number:**

**PI:**

**Your role:**

**Your % effort:**

**Funding source:**

**Funding amount:**

**Duration:**

**Project synopsis:**

**Mentoring activities** (for each mentee list the duration of mentor-mentee relationship and any resulting scholarship (e.g., abstract, manuscript, presentation, award, grant, academic appointment):

* Faculty
* Fellows / post-doctoral fellows
* Residents
* Medical students

**Education / teaching activities (residents, fellows, medical students, CME):**

* Lectures (title, date):
* Courses taught (title, course number, date, audience):
* Education program development (title of program, date first available):
* Education assessment methods and tools development (title of tool, date first available):
* Education management and leadership (title, dates – e.g., fellowship director):

**Invited lectures and presentations** (do not list abstract presentations):

* Visiting professorships (institution, date):
* Scientific meetings – invited (lecture title, meeting, date):
* Courses, symposiums, workshops – invited (lecture title, meeting role, meeting, date):

**Clinical activity** (describe clinical focus or specialization, clinical commitment as % effort, documentation of regional /institutional referral patterns):

**Academic, leadership and administrative activities – School of Medicine** (list roles / responsibilities, include dates):

**Leadership and administrative activities – hospital / DUHS** (list roles / responsibilities, include dates):