Housekeeping Announcements

- The day is scheduled to go till 3:00 pm
- Everything is meant to be interactive
- Everyone should sign in and get a folder and a flash drive
- Put your electronics on vibrate
- Refreshments available throughout the day
- Restrooms across the hall from the check in desk
Housekeeping Announcements

- Green Evaluations in your folder
  - Please fill out as we go through the day
  - Return it at the end of the day
- We’ll be taking pictures throughout the day to use on our website and in future publicity
- Questions: look for Faculty Development Staff
  - Jessica, Anna, Dede (Blue nametags)
Academic Orientation Goals

- Meet leaders in the School of Medicine
- Network with other new faculty
- See resources available to you
- Learn about the promotion process
- Talk about academic integrity
What’s in your handout for today

- **Flash Drive**
  - Resources for Clinical Care, Research, and Education
  - Policies
  - Promotion and Tenure
  - Navigation tools
- **Paper handouts**
• Best equipped to care for the sickest, most complicated patients

• A medical safety net for communities

• Responsible for educating new generations of health care professionals

• Engine for research that transforms medicine

• Potential to play a leadership role in reforming health care
Academic Health Centers

- A community of scholars
Dean’s Welcome

Nancy C Andrews MD PhD

“Iron Lady”

- Dean, School of Medicine
- Vice Chancellor for Academic Affairs
- Professor of Pediatrics
- Professor of Pharmacology & Cancer Biology
- Member: AAAS, Institute of Medicine of the National Academy of Science.
Brief Schedule

- 8:00  Dean’s Welcome
- 8:10  Ice Breaker
- 8:40  Getting to Know Your Institution
- 10:00 Break
- 10:15 Academic Integrity Case Studies
- Noon Lunch
- 12:30 The ABCs of APT
- 1:45 APT Breakout Discussions
- 3:00 Adjourn

Note - PDC orientation and department to cover clinical issues
Getting to Know Your Institution
What we will cover

- Organizational Structure
- Faculty Demographics
- Faculty Development & Mentoring Resources
- Key Duke resources
- Staying connected/getting around
- Integrity and Professionalism
# Duke University

## SCHOOLS AND COLLEGES

<table>
<thead>
<tr>
<th>School Name</th>
<th>Year Est.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trinity College of Arts &amp; Sciences</td>
<td>1859</td>
</tr>
<tr>
<td>School of Law</td>
<td>1904</td>
</tr>
<tr>
<td>Divinity School</td>
<td>1926</td>
</tr>
<tr>
<td>Graduate School</td>
<td>1926</td>
</tr>
<tr>
<td>School of Medicine</td>
<td>1930</td>
</tr>
<tr>
<td>School of Nursing</td>
<td>1931</td>
</tr>
<tr>
<td>Pratt School of Engineering</td>
<td>1939</td>
</tr>
<tr>
<td>Fuqua School of Business</td>
<td>1969</td>
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<tr>
<td>Sanford School of Public Policy</td>
<td>1971</td>
</tr>
<tr>
<td>Nicholas School of the Environment</td>
<td>1991</td>
</tr>
<tr>
<td>Duke University Institutes</td>
<td>SoM Affiliation?</td>
</tr>
<tr>
<td>-----------------------------------------------------------------</td>
<td>------------------</td>
</tr>
<tr>
<td>Duke Institute for Brain Science (DIBS)</td>
<td>Yes</td>
</tr>
<tr>
<td>Nicholas Institute for Environmental Policy Solutions</td>
<td></td>
</tr>
<tr>
<td>Kenan Institute for Ethics</td>
<td></td>
</tr>
<tr>
<td>Duke Global Health Institute</td>
<td>Yes</td>
</tr>
<tr>
<td>John Hope Franklin Humanities Institute</td>
<td></td>
</tr>
<tr>
<td>Duke Social Science Research Institute</td>
<td></td>
</tr>
</tbody>
</table>
There are approximately 2,150 faculty in the School of Medicine.
There are approximately **3,400** faculty at Duke University
Duke University Faculty

2014

University except SoM
School of Medicine
Faculty intersect with Duke Medicine, the School of Medicine, the Health System, the Hospital, the PDC...

From a management perspective:
- School of Medicine ≠ DUHS ≠ PDC
- Duke University = School of Medicine (usually)
Duke University Management Center Structure

Duke University

Academic campus

Provost areas
A&S
Law
Engineering
Grad Schools etc

Central areas
Athletics
Central finance
Human Resources
Etc.

School of Medicine

Health System
(separate non-profit)

PDC
(for profit partnership)

School of Nursing

Duke University paycheck relates to academic activities

Slide borrowed from Scott Gibson
Duke Medicine Leadership

A. Eugene Washington, MD, MPH, MSc
Chancellor
Duke University Health System

Bill Fulkerson, MD
Executive Vice President
Duke University Health System

Nancy Andrews, MD, PhD
Dean
School of Medicine
Duke University Health System

- Duke University Hospital
- Duke Regional Hospital
- Duke Raleigh Hospital
- Duke Primary care
- Duke HomeCare and Hospice
- Patient Revenue Management Organization
- DUHS Clinical Laboratories
### Private Diagnostic Clinic (PDC)

#### Faculty Practice Plan
- 920 members
- Private, for Profit LLC
- Owned by faculty members
- Separate from Duke University, but linked by contract

#### Leadership
- Mark Newman MD
  - President
- Paul Newman, Executive Director
You need to know...

- PDC providers receive 2 paychecks
  - PDC
    - For clinical activities
    - IMPORTANT: PDC paycheck does NOT include withholding so you will need to make quarterly tax payments or adjust your university withholding to cover taxes
  - University
    - For academic activities
    - Tax withholding process

![Image of Duke Human Resources website with Tax Withholding Forms section]

**Tax Withholding Forms**

Change Your Withholdings Online

Duke faculty and staff can update Federal and North Carolina tax withholdings amounts online using the [Duke@Work self service](#) website.

Printable Forms

If you are unable to update your withholding allowances online, you can find printable forms below. Tax Withholding Forms should be sent to the Payroll Office at 705 Broad Street, Box 90444.

<table>
<thead>
<tr>
<th>Form Name</th>
<th>Format</th>
</tr>
</thead>
<tbody>
<tr>
<td>W-4 Form</td>
<td>PDF</td>
</tr>
<tr>
<td>NC-4 Form</td>
<td>PDF</td>
</tr>
</tbody>
</table>

NEED HR HELP?

For contact information or more information about HR, click here.

Duke Human Resources
705 Broad St., Box 90444
Durham, NC 27709
Phone: (919) 668-5608
Fax information as needed.
<table>
<thead>
<tr>
<th>Benefits</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PDC</strong></td>
<td><strong>University</strong></td>
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<tr>
<td>- Retirement</td>
<td>- Retirement</td>
</tr>
<tr>
<td>- Dental</td>
<td>- Health</td>
</tr>
<tr>
<td>- Disability</td>
<td>- Dental</td>
</tr>
<tr>
<td>- Life</td>
<td>- Tuition Benefits</td>
</tr>
<tr>
<td></td>
<td>- Life and Accident</td>
</tr>
<tr>
<td></td>
<td>- Disability</td>
</tr>
<tr>
<td></td>
<td>- <a href="http://www.hr.duke.edu/about/departments/benefits/index.php">http://www.hr.duke.edu/about/departments/benefits/index.php</a></td>
</tr>
</tbody>
</table>
For PDC Orientation Questions...

- Donna Ecclestone
  - Director for Physician Integration
  - 419-5057
  - donna.ecclestone@duke.edu

- Margaret Moody
  - Physician Integration Coordinator
  - 419-5047
  - margaret.moody@duke.edu

PDC Website: https://intranet.dm.duke.edu/ent/pdc/SitePages/Home.aspx
Duke University School of Medicine opened in 1930. Less than five years later, Duke ranked in the top quartile of American medical schools.

Today, the School is ranked among the top ten medical schools in the nation.
1. Harvard University
2. Stanford University
3. Johns Hopkins, UCSF
5. University of Pennsylvania
6. Washington University
7. Yale
8. Duke, Columbia
10. University of Chicago, University of Michigan, University of Washington
The School of Medicine’s annual budget is approximately **$1 billion**
The Dean’s Team

Ed Buckley
Education

Judy Seidenstein
Diversity and Inclusion

Raphael Valdivia
Basic Science

Mark Stacy
Clinical Research

Ted Pappas
Medical Affairs

Scott Gibson
Executive Vice Dean

Dean Andrews
The Boss

Iain Sanderson
IT

Ann Brown
Faculty

Jill Boy
Communications

Billy Newton
Finance and Admin
Promoting Diversity and Inclusion

A fundamental goal of the School of Medicine’s Office of Diversity and Inclusion is to help to foster a climate where all members of our faculty, students and staff experience a true sense of belonging and feel that they matter, can thrive and contribute their best work. Working and learning in environments where people experience these qualities help us attract and retain a diverse cadre of outstanding talent who are fully engaged and positively impact how we teach, work, learn and serve in an increasingly diverse world.

The Office of Diversity and Inclusion efforts include:
Communications Resources

- Logos and Branding Guidelines
- Web Development Resources
- Communications Policies
- Campus Resources
- SOM Communicators Network
School of Medicine: 22 Departments

Basic Science (7)
- Biochemistry
- Biostatistics & Bioinformatics
- Cell Biology
- Immunology
- Molecular Genetics and Microbiology
- Neurobiology
- Pharmacology and Cancer Biology

Clinical Science (15)
- Anesthesia
- Community and Family Medicine
- Dermatology
- Internal Medicine
- Neurology
- Neurosurgery
- Ob/Gyn
- Ophthalmology
- Orthopedic Surgery
- Pathology
- Pediatrics
- Psychiatry
- Radiology
- Radiation Oncology
- Surgery
## School of Medicine: Institutes and Centers

<table>
<thead>
<tr>
<th>12 Institutes and Centers</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Brain Imaging and Analysis Center</td>
<td>BIAC</td>
</tr>
<tr>
<td>Center for Genomic &amp; Computational Biology</td>
<td>GCB</td>
</tr>
<tr>
<td>Center for Human Disease Modeling</td>
<td></td>
</tr>
<tr>
<td>Center for the Study of Aging and Human Development</td>
<td></td>
</tr>
<tr>
<td>Duke Cancer Institute</td>
<td>DCI</td>
</tr>
<tr>
<td>Duke Clinical Research Institute</td>
<td>DCRI</td>
</tr>
<tr>
<td>Duke Global Health Institute</td>
<td>DGHI</td>
</tr>
<tr>
<td>Duke Human Vaccine Institute</td>
<td>DHVI</td>
</tr>
<tr>
<td>Duke Institute for Brain Sciences</td>
<td>DIBS</td>
</tr>
<tr>
<td>Duke Molecular Physiology Institute</td>
<td>DIMP</td>
</tr>
<tr>
<td>Duke Translational Medicine Institute</td>
<td>DTMI</td>
</tr>
<tr>
<td>Trent Center for Bioethics, Humanities &amp; History of Medicine</td>
<td></td>
</tr>
</tbody>
</table>
Answer

Approximately 10% of School of Medicine faculty are in basic science departments.
Basic Science Departments

- Immunology: 15
- Neurobiology: 19
- Biochemistry: 19
- Pharmacology & Cancer Biology: 30
- Molecular Genetics & Microbiology: 30
- Cell Biology: 30
- Biostatistics & Bioinformatics: 51

9.1.15 Data
Clinical Science Departments

- Dermatology: 26
- Neurosurgery: 28
- Radiation Oncology: 38
- Neurology: 59
- Obstetrics & Gynecology: 62
- Ophthalmology: 65
- Community & Family Medicine: 70
- Pathology: 76
- Orthopaedics: 76
- Radiology: 97
- Anesthesiology: 147
- Surgery: 183
- Pediatrics: 185
- Psychiatry: 210
- Medicine: 639

9.1.15 Data
There are approximately 2150 faculty in the School of Medicine
Gender Distribution by Rank

<table>
<thead>
<tr>
<th>Rank</th>
<th>Female</th>
<th>Male</th>
</tr>
</thead>
<tbody>
<tr>
<td>Medical Instructor</td>
<td>93</td>
<td>74</td>
</tr>
<tr>
<td>Assistant Professor</td>
<td>436</td>
<td>500</td>
</tr>
<tr>
<td>Associate Professor</td>
<td>182</td>
<td>337</td>
</tr>
<tr>
<td>Professor</td>
<td>118</td>
<td>415</td>
</tr>
</tbody>
</table>

9.1.15 Data
Faculty Diversity by Race and Ethnicity

Diversity by Race & Ethnicity

- 2013:
  - 76% White
  - 17% Asian
  - 7% URM
  - 2+ Non-URM Races

- 2014:
  - 77% White
  - 16% Asian
  - 7% URM
  - 2+ Non-URM Races

- 2015:
  - 76% White
  - 17% Asian
  - 7% URM
  - 2+ Non-URM Races
You are...

- Hired within the past 3 years
- Mostly junior faculty, some senior faculty
- Basic, Clinical and Population Scientists
- Clinicians
- Educators
New Faculty Hired by Tracks

Tenure Eligible Tracks are Tracks I-III.
Establish your scope - begin carving your niche.

- Research
  - Basic, Clinical, Population Based
- Clinical Care
- Teaching
- Leadership/Administration

Engage in scholarly activity
New Faculty Tasks, contd

- Manage yourself
  - Pay attention to your passion, what gives you energy
  - Balance temptation to do everything, with focus
  - Network
  - Stay informed
Professional Development Seminar Series

- Designed to
  - Complement traditional mentoring
  - Provide broad access to knowledge and skills needed for success in academic medicine – and Duke in particular
  - Focus on research related content
  - Create opportunities for learning from and interacting with the institution’s leaders

- Content online at: facdev.medschool.duke.edu
Event Materials and Recordings

The following videos and materials are from past faculty development and faculty mentoring events at Duke. These materials are provided for personal use only. For all videos please proceed through the security warning and login with your NetID and password when requested. Videos in iTunes will require that you have the iTunes software on your computer. Click here for iTunes instructions.

- Research
- Professional Survival Skills
- Culture and Climate
Write Winning Grants

• Annually in the summer
• All-day seminar
  • Grant Writers’ Seminars and Workshops, LLC
  • Grantcentral.com
Gopen Writing Course

- Annually in the fall
- A seminar series offered by Dr. George Gopen, Duke University Emeritus Professor of the Practice of Rhetoric
- “Writing from the reader’s perspective”
- Registration now open for fall 2015 (fills fast)
LEAdership DEvelopment for Researchers (LEADER)

- Annual program (next offering April 19-21, 2016)

- 3-day interactive learning program designed to equip junior faculty researchers with the knowledge and professional competencies to effectively lead dynamic scientific research enterprises.

- Emphasis on personal leadership
  - Myers-Briggs, 360 degree assessment, conflict management

- Applications open in Fall
Research/Scholarship Support

- **Faculty Flex Voucher Program**
  - For support for manuscript preparation, library services, and services from Duke Office of Clinical Research

- **Core Voucher Program**
  - For Core research facilities

- **Office of Research Development**
  - Supports preparation of complex grants (P, U)
  - Joanna Downer PhD

- **Duke Office for Clinical Research (DOCR)**
  - Denise Snyder MS RD CSO
Office for Faculty Mentoring

- Mark Dewhirst DVM PhD
  - Associate Dean for Faculty Mentoring
  - Professor of Radiation Oncology
- Internal Grant Review Process
  - Path to Independence for R01, R03, R21
  - K-Club for Career Development Awards
- Mock Study Sections
- Grant Writing Resources

Contact Ebony Burns MHA ebony.burns@duke.edu or Stephanie Freel PhD freels@duke.edu
Office for Faculty Mentoring

Structured Grant Writing Programs

The Office for Faculty Mentoring hosts two interactive, multi-modal grant writing programs for junior faculty preparing their first NIH application. Programming occurs three times a year, starting five months before each NIH submission deadline.

Overview

The Office for Faculty Mentoring aims to support the strong mentoring community within the School of Medicine. One of two arms of the larger Office for Faculty, our team works to promote faculty success and well-being by offering tools needed to successfully navigate a career at Duke. The enclosed programming is designed to help junior faculty members write successful grant applications for an ever more competitive funding environment.

https://medschool.duke.edu/about-us/faculty-resources/faculty-mentoring
Duke AHEAD
Academy for Health Professions Education and Academic Development

Recognition and Promotion
- Sponsorship of Teaching Rewards
- Development of Promotion Criteria
- Mentorship
- Membership on APT Committee
- Advocacy Letter of Support for Faculty Promotion
- Professor of the Practice of Medical Education

Faculty Development
- Educator Professional Development
- Teaching Workshops
- Symposiums
- Education Grand Rounds
- On-line Teaching Modules
- Post-doc in Education
- Mentors
- Core Faculty

Research and Innovation
- Education Innovation Grants
- Education Interest Groups
- Interprofessional Education
- Research Design and Statistical Support
- SBR-IRB for Health Professions Educational Research

Become a member at dukeahead.duke.edu
Teaching at Duke

- Policy of note: Appropriate Treatment of Learners at DUSOM (see document on your flash drives)
  - Expectation of professional conduct toward learners
  - Reporting mechanisms established
  - Process for investigation in place
Government Relations and Advocacy

- You can play an important role in advocating for increased federal support for biomedical research and medical education.
The DUHS Office of Government Relations works to build and strengthen relationships with federal and state policy makers. Among other things, we can:

- Coordinate your visit to Washington, DC to meet with federal policy makers on issues important to the SOM;
- Coordinate federal and state lawmakers’ visits to campus to meet with you in your role at Duke;
- Evaluate federal and state legislation that could affect your work at Duke.
Government Relations and Advocacy

- For more information or to get involved contact

Raphael Valdivia PhD  
Vice Dean, Basic Science  
Raphael.valdivia@duke.edu

Catherine Liao  
Duke Government Relations  
Catherine.liao@duke.edu
New Faculty Reception

- Annually in the fall
- Everyone Welcome
  - Faculty hired in past 3 years invited
- Chairs, Chiefs, PIs encouraged to attend with their new faculty
- Introduces faculty to professional development resources
- Gives new faculty an opportunity to network with colleagues in a relaxed and informal setting

**RSVP to attend on October 13, 5:30-7pm**
Spring Faculty Meeting (May 9, 2016)

- Connect
- Honor
- Remember
Annual Faculty Awards

- The Ruth and A. Morris Williams Faculty Research Prize
- The Leonard Palumbo Jr., MD Faculty Achievement Award
- The Leonard Tow Humanism in Medicine Award
- The Gordon G. Hammes Faculty Teaching Award
- The Research Mentoring Awards
- Faculty Excellence in Professionalism Award
How do you find out about events?

- E-mails sent to all faculty
- Flyers
- Departmental newsletters (sometimes)
- Website: http://facdev.medschool.duke.edu
- “Like” us on Facebook
Reach a new milestone

100 Likes

Duke School of Medicine Office for Faculty Development
Education

Write something...

Duke School of Medicine Office for Faculty Development

Published by Jessica Womack - August 18 at 12:19pm

Research Opportunities in China Workshop: Now Open for Registration!

This workshop is for all Duke faculty who are currently conducting research in China, would like to conduct research in China, or would like to explore DKU opportunities. Tuesday, September 8, 8:30am-noon.
What resources are available outside the Office for Faculty Development?
Policies affecting faculty

- See Duke Faculty Handbook
  - [http://provost.duke.edu/faculty-resources/faculty-handbook/](http://provost.duke.edu/faculty-resources/faculty-handbook/)
Selected Policies

- **Vacation**
  - 22 business days (PDC and University)

- **Consulting**
  - 4 days/month averaged over 1 year
  - Max 44 days per year

- **Parental Leave for Regular Rank Faculty**
  - University: 12 weeks with pay
  - PDC: must be signed up for short-term disability
    - 8 weeks with pay for maternity and adoption
    - 5 days with pay for paternity
  - Automatic 1 year tenure clock extension
Flexible Work Arrangements

- Designed for those who wish to have the flexibility to continue a career in academics while balancing family, pre-retirement planning, or other personal priorities
Selected Policies

- **Flexible Work Arrangements**
  - Regular Rank Faculty
    - RR=Duke position is 100% of professional effort.
  - Requires Chair’s approval
  - Not available in all circumstances
  - Full time status maintained
  - 3 year maximum, with option to renew
  - 3 month automatic tenure clock extension for each year on approved FWA to max of 3 years (36 months)

Faculty Handbook Chapter 4
Selected Policies

- Tenure Clock Extensions
  - Parental Leave
  - Flexible Work Arrangements (FWA)
  - Primary caregiver for parent, child, spouse or domestic partner for serious health conditions
  - Serious health condition of faculty member
  - Catastrophic residential property loss
  - Other personal or family priority approved via FWA
  - Specialized experience or training, or significantly increased administrative duties
Employee Occupational Health & Wellness

- Comprised of 3 closely aligned functions delivering service to all Duke employees and supporting others including volunteers, students and credentialed healthcare providers.
  - Employee Occupational Health
  - Personal Assistance Service
  - Live for Life Health Promotion
Employee Occupational Health

- Care for all work-related injury/illness
- Blood/body fluid exposures
  - Get emergency care if needed
  - Then call BBF Hotline: 919-684-8115, in house dial 115
- Fitness for duty evaluations
- International Travel Health for Duke business
- Influenza vaccines
- ADA and FMLA reviews
Contacting EOHW

- BBF Hotline, 681-8115 or in house 115
- Phone 684-3136, option 2
- Email EOHW@mc.duke.edu (checked daily)
- Director
  Carol Epling, MD, MSPH
  681-0502
  970-4244
Personal Assistance Service (PAS)

- Free, confidential assessment, short-term counseling, and referrals for personal, family, or work concerns
- Available to faculty, staff, and immediate family members
- Licensed staff of clinical social workers, counselors, and psychologists
Reasons you might contact PAS

- Emotional concerns (stress, depression), marital/relationship issues, career concerns, family difficulties, financial difficulties, substance abuse
- Consultation about staff work performance and productivity problems, suspected impairment, grief at work and traumatic incidents in workplace
Contacting PAS

- Office in Erwin Square Tower
  - 2200 W. Main St on 4th floor, Suite 400-A
  - (919) 416-1727
  - http://www.hr.duke.edu/pas
Live for Life

- Programs to support staff and faculty wellness
  - Walk Run Clubs
  - Farmer’s Markets
  - Smoking Cessation
  - Duke Fitness Club
    - Discounted fitness club memberships
  - Nutrition counselling
  - More...see Duke HR website
    - http://www.hr.duke.edu/about/departments/liveforlife/programs.php
Wellness at Duke Integrative Medicine

- Mindfulness-Based Stress Reduction
- Health Coaching
- Acupuncture
- Massage
- Nutrition and Weight Management
- And More

http://www.dukeintegrativemedicine.org/
Fitness and Fun

- **Duke Faculty Club**
  - Swimming, Tennis, Fitness Room, Fitness Classes, Personal Training, Kids Camps
  - 919-684-6672
Fitness and Fun

- Duke Live for Life
  - Part of Duke Human Resources
    - Discounted memberships to local gyms
    - On site Farmer’s Market
    - Fitness Clubs
    - Tobacco Cessation
    - Lifestyle Change Programs
The Faculty Center

- Located in the Seeley Mudd Building
- Open 24/7 to School of Medicine Faculty
- Designed to promote collaborations and faculty interaction
- Seating, meeting tables, snacks, drinks, office support capabilities
On the Go

Duke Mobile for the iPhone

- Maps
- Sports news
- Directory
- Events
- Courses
Tuesday, September 08, 2015

10:00 am - 11:00 am
Resume Reviews for Undergraduates
Sponsors: Career Center and Duke Seniors
Location: Bryan Center - Map

10:00 am - 4:00 pm
LIVE FOR LIFE @ Duke HealthCheck - Procurement, Trent Hall / Suite 154-A, Room 144
Sponsor: Live for Life (LFL)
Location: See description

00/09 - 09/00
METHODS WORKSHOP: Gareth James (E. Morgan Stanley Chair in Business Administration at the Marshall School of Business, University of Southern California)
Series Name: METHODS WORKSHOP: Introduction to Statistical Learning
Presenter: Gareth James (E. Morgan Stanley Chair in Business Administration at the Marshall School of Business, University of Southern California)
Sponsor: Political Science
Location: SSRI-Gross Hall 270 - Map
Campus Maps

Maps.duke.edu
Training and Support

Medical Center Library
- [http://mclibrary.duke.edu/](http://mclibrary.duke.edu/)
- Located in Seeley Mudd Building
- Trainings in EndNote, PubMed, finding journals, managing citations/references, and more
- Online orientation guide
- Research assistance and consultations

OIT Site
- [http://oit.duke.edu/](http://oit.duke.edu/)
- Information technology training, information on site-licensing software, computer and voicemail support

Department of Medicine Orientation Guide
- [https://medicine.duke.edu/medicinenews/faculty-orientation-guide](https://medicine.duke.edu/medicinenews/faculty-orientation-guide)
- Much information applies to faculty in all departments
Scholars@Duke

- [https://scholars.duke.edu/](https://scholars.duke.edu/)
- A hub that brings together the research and teaching activities of all Duke faculty members
- Information about faculty compiled from institutional and public data sources
- Site includes an expertise network, web profiles, and an archive of publications
- Helps local and global communities connect to Duke scholarship
Update your profile

Click "support" for instructions on how to update your profile.
Supporting a Positive Work Climate

- Statement on faculty professionalism (July 2012)
  https://medschool.duke.edu/about-us/faculty-resources/professionalism/statement-faculty-professionalism
- Covers research and academic endeavors
- Goal to sustain a healthy work environment
- Vice Dean available for 1:1 discussion of potential problems and to connect you with other institutional resources
All School of Medicine faculty are expected to uphold the highest standards for professional conduct and ethical behavior. Faculty are expected to treat colleagues, learners, team members, patients and visitors with courtesy, respect, and dignity. Faculty are responsible for cultivating a respectful and inclusive work environment, for modeling professional conduct, and for responding to unprofessional behavior on the part of others. All faculty are expected to adhere to applicable Duke University and Duke University Health System policies and procedures.

https://medschool.duke.edu/about-us/faculty-resources/professionalism/statement-faculty-professionalism
Unprofessional behavior includes that which is disruptive, intimidating, threatening, violent, inappropriate, illegal or in violation of University or Health System policy. To foster a just and safe community, unprofessional behavior will be addressed, with interventions aimed at promoting accountability, insight, and appropriate changes in behavior. Disruptive behavior may result in sanctions, up to and including the initiation of termination proceedings.
Integrity Line

Available 24/7/365 for any faculty or staff to report complaints, including about faculty professionalism

Reports can be made anonymously

Managed by outside company

If you see it, report it

Integrity Line:
800-826-8109
Clinical Professionalism: PACT

The Duke University Health System Professional Accountability Program (PACT) provides a framework for ensuring physicians (and other healthcare providers) are consistently exhibiting behaviors that support the DUHS Core Values.

“Caring for Our Patients, Their Loved Ones and Each Other”

Teamwork | Integrity | Diversity | Excellence | Safety
Events:
- Repeat complaints or trends as identified by the Intervention Committee
- Events serious in nature that did not result in harm

Action:
Peer Messenger intervention within 1 business day

Authority
Chairman, Health System, CMO, PDC, CPRC, GME Division Chief

Firewall

Espresso
Events:
- Professionalism complaint submitted by staff or students to Intervention Committee
- Trends identified from weekly review of Feedback(PVR) and Patient Satisfaction data

Action:
Peer Messenger intervention within 2 business days

Cup of Coffee

Egregious
Sources of Data for PACT

- The **Safety Reporting System (RL6)** provides a centralized location for reporting concerns 24 hours a day, 7 days a week by peers, staff, and learners.
- Allows confidential reporting that is protected by attorney-client and peer review privileges.
- The Safety Reporting System (RL6) allows voluntary reporting of issues and concerns related to:
  - Communication
  - Care and Treatment
  - Health Care Provider Concern/Respect
  - Accessibility and Availability
- **Future sources of data**
  - Patient satisfaction survey data (i.e. HCAHPS)
  - School of Medicine GME reporting database
PACT Program Contacts

**William J Richardson, MD**  
Professor Orthopaedic Surgery  
Email: william.richardson@dm.duke.edu  
Phone: 919-684-5711

**Cynthia Gordon, RN**  
Administrative Director  
DUHS Patient Safety Office and SoM Vice Dean Office of Medical Affairs  
Email: cynthia.gordon@duke.edu  
Phone: 919-681-3906
Professionalism in the Lab

- Research integrity – will be covered during case studies later today

- Data provenance – will be addressed during the Basic Science breakout session this afternoon

- Departmental accountability plans
How to Reach Us

- Ann Brown, MD MHS
  - Ann.brown@duke.edu
- Office for Faculty Development
  - (919) 684-4139, facdev@dm.duke.edu
- Office for Faculty Mentoring
  - (919) 684-1938, facdev@dm.duke.edu
- https://medschool.duke.edu/about-us/faculty-resources/faculty-development
- Find us on Facebook facebook.com/dukefacdev