Curriculum Vitae Outline for New Appointments

I. General Biographical Information

A. Personal

- 1. Name
- 2. Date of Birth; citizenship
- **3.** Education: (include institution/location, degree, and dates of attendance)
 - a. Undergraduate Education:
 - **b.** Medical Education or Graduate Education (with thesis/dissertation title, advisor):
 - **c.** Postgraduate Training: residency, fellowship (clinical or research), with source of support and advisor, if relevant.

B. Academic Appointments: (with institution, title and dates of appointment)

- 1. Current faculty position(s):
- 2. Previous faculty position(s) at other institutions:
- 3. Current courtesy faculty appointments at other institutions:

C. Other advanced training/experience: (with locations, dates and sources of support)

- 1. Formal Sabbatic leave:
- 2. Other specialized training following academic appointment:

D. Other information

- 1. Honors or Awards: titles, dates
- 2. Board Eligibility/Certification
- **3.** Other non-academic positions: (with locations, titles, dates of employment)

II. Research Information

A. Research Support

- 1. For each Project
 - a. Technical title of project
 - b. Name of funding agency
 - c. Investigator relationship (PI, co-PI, project PI on large grant, fellow)
 - d. Dates of funding
 - e. Annual direct cost and direct cost for overall period
 - f. Specify grant or contract
- 2. Indicate what support, if any, would be transferred to BCM

B. National Scientific Participation: (include dates and titles)

- 1. Journal editorial boards, etc.
- 2. Review panels, etc.
- **3.** Professional societies, etc.; elected positions, etc.
- **4.** Invited lectures, presentations, research seminars: National, International

C. Publications:

(usual bibliographic form for discipline: include dates and beginning and ending page numbers)

- 1. Full papers:
 - a. published in peer review journals
 - **b.** accepted or in press
- 2. Other full papers:
 - a. published without review by peer group
 - **b.** in preparation
- 3. Abstracts given during last three years
- 4. Books:
 - a. complete books written (title, publishers, date)
 - **b.** books edited (include names of other editors)
 - c. book chapters written (include usual citations)
- 5. Other works communicating research results to scientific colleagues
- 6. Other works communicating research results to general public

III. Teaching Information

A. Didactic course work

- 1. Courses taught at current institution: (include number of hours)
- 2. Courses taught at other institutions (include number of hours)
- 3. Courses expected to be taught at BCM

B. Non-didactic teaching

- 1. Resident training: (include estimate of time)
- **2.** Clinical Fellow training: (include names of fellows, dates, current location)
- 3. Research Fellow training: (as above)
- **4.** Graduate Student training: (as above; major advisor, committee member)
- 5. Estimate of kinds of non-didactic teaching expected at BCM

C. Lectures: (include location, title of presentation, dates)

- 1. International
- 2. National
- 3. Regional
- 4. Local

D. Visiting professorships (include location, dates)

IV. Medical & Service Information

A. Patient care responsibilities

- 1. Department-wide
- 2. Section or specialty
 - a.
 - b.

c.

- **B.** Clinical laboratory responsibilities
- C. National education or voluntary health organization participation
- D. Administrative assignments
 - **1.** Department administration, committees, etc.
 - 2. College, School or University administration, committees, etc.
- F. Other pertinent information not given above