**GUIDE FOR DOCUMENTATION OF RESEARCH/SCHOLARLY ACTIVITY**

**DO NOT REPEAT THE PUBLICATIONS AND GRANTS ALREADY CITED IN THE CV, HOWEVER FEEL FREE TO USE THE CITATIONS AS EXAMPLES.**

1. **Philosophy and Goals of Research/Scholarly Activity**

In 1-2 pages, describe your approach to research/scholarly activity and the principles that underlie your scholarship. For example you might include a description of your development as a researcher over time, your research goals, perspective on roles and responsibilities of scholars, self-assessment of success, areas needing improvement, plans for improvement, etc. You may illustrate with examples from your own work.

1. **Underlying Themes of Research/Scholarly Activity or Future Directions of Scholarly Activity**
2. **Financial Support**

What financial sources have supported your scholarly activities since your initial appointment or last promotion? Not necessary to repeat information in the CV. Add pertinent info only.

1. **Unfunded Projects: Describe any unfunded projects to which you are devoting substantial time.**
2. **Major Accomplishments/Contributions in Scholarship (INCLUDE NO MORE THAN THREE)**

Summarize in 100-200 words your most important/noteworthy discoveries, advances, contributions to scholarship. If available, include the link to access the item electronically; it is not necessary to include a copy of the work. Scholarly products may be publications resulting from Scholarship of Discovery, Teaching, Integration, or Application. Examples might include, but are not limited to:

1. Peer reviewed publications/presentations; discovery in funded bench research/grant
2. Contributions to Clinical Care such as guidelines, protocols or standards for clinical care. Indicate if published in print or on the web, provide citation, describe how the material is used; and if developed as a member of a committee, describe your contribution.
3. Patient Safety and Quality Improvement: Describe any initiatives related to patient safety, quality improvement, and process/practice improvement. Include any evaluation related to the effectiveness (quality, utilization, access, cost, etc.) of these initiatives. (Detailed documentation guidance provided in the next section)
4. Librarianship: Describe subject guides, pathfinders, web products, etc. Indicate how the materials are used and/or how they contribute to scholarship or support of scholarship.

**THE FOLLOWING ITEMS ARE FOR DOCUMENTATION BY MUSM PAID FACULTY ONLY.**

1. What is your strategy for obtaining support for the sustained and continued growth of your scholarly endeavors?
2. For each of the last 5 years, please indicate if outside funding (grants or contracts), has supported your salary, including the percentage of time and the source of funding.

|  |  |  |
| --- | --- | --- |
| Year | Source of Funding  | Percent Time Supported or Dollar Amount |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

1. For each of the last 5 years, please indicate if your outside funding (grants or contracts) has supported the salary of other MUSM faculty members or research staff, including the name of the faculty/staff member, the source of the funding, and the percent time supported or the dollar amount allocated to the faculty/staff member.

|  |  |  |  |
| --- | --- | --- | --- |
| Year | Faculty Member/Staff Member | Source of Funding | % Time Supported or Dollar Amount Contracted with Faculty/Staff Member |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |