

Appendix 8: Track Criteria

EDUCATOR TRACK REQUIREMENTS

(Basic Sciences Educator and Clinical Educator subtracks)

Experience Requirements (time in rank)

1 year

Requirements stated are MINIMUM expectations

3 years

5 years

Lecturer or Non-clinical Instructor to Assistant Prof

Assistant to Associate Prof

Associate Prof to Professor

Professional development

Attendance at scientific conference
International conference presentation (virtual or live/in person: poster {must be present at the poster if virtually}, oral presentation or workshop

1/year

1/year

1/year

(local conferences, e.g., Grenada Research day do not count; must be at a conference with an international organization or association with international membership)

2 per 3 years

3 per 5 years

Must be present physically or virtually in role of presenter

Evidence of scholarly approach to Education: participation in Diploma, certificate and/or other course in medical education (>15 hours)

MSc (for MDs)

required if not taken in previous rank

required if not taken in previous rank

(Clinical Educator) CMEs

1

3

5

Completion of Certificate in Research (from Faculty Research Institute)

Required

Educational Content delivery

Creation of new PowerPoint slides for content in 4-year MD SOM program courses

3 lectures per 1 year

10 lectures per 3 years

20 lectures per 5 years

Creation of new video-based or interactive DLA or other substantive production of learning resource materials

1

5 per 3 years

15 per 5 years

Evidence of substantive input to learning objectives (as per Bloom's revised taxonomy)

3 lectures worth

10 lectures worth

20 lectures worth

Book chapters, including online, question-review books, etc.

n/a

1

2

Provision of themed office hours, or student focused office hours

3

12 (average of 4 per year)

30 (average of 6 per year)

Average student evaluations (SOM Courses)

4.5 minimum

4.5 minimum

4.5 minimum

Assessments

Writing IMCQ session Questions

60

120

240

Writing Practice Questions (New)

20

30

50

Writing Examination questions (including OCEX, OSPEs, OSCEs, lab exams)

100

200

400

Clinical evaluation of students

as per site standards

as per site standards

as per site standards

Leadership and Management

Academic Leadership - Curriculum

Course Director

Content manager

Module Coordinator

desirable

1 from those listed for a minimum of 2 x 18 week terms

Course Director or content manager (applies if this post was occupied in previous ranks)

ITI coordinator

Clinical tutor coordinator

EDUCATOR TRACK REQUIREMENTS

(Basic Sciences Educator and Clinical Educator subtracks)

Professionalism

| | | | |
|---|--|---|--|
| Interaction with departmental and other SOM colleagues | 2 letters of recommendation (minimum of 1 from rank higher to that of incumbent) | 3 letters recommendation (minimum of 2 from rank higher to that of incumbent) | 5 letters recommendation (minimum of 3 at rank of Professor, plus 1 from administrative level, e.g., Assistant, Associate or Dean) |
| Holds themed and open office hours; responds to direct student emails and those sent via course email | Required | Required | Required |
| Faculty mentoring (junior colleagues, new Clinical instructors, etc.) | n/a | 1 in lower rank | 2 in lower rank |

Service to the University Community

| | | | |
|---|-----------|-----------|-----------|
| Appointed member of administrative committee, e.g., scheduling, curriculum, assessments working group, strategic planning committee | desirable | Minimum 1 | Minimum 2 |
| Voluntary or elected committee member (e.g., senate committees) | | | |

Research activity

| | | | |
|---|-----|-----------|----|
| Publications in peer-reviewed, non-predatory journals as a first or last author | 1 | 6 | 9 |
| Publications in peer-reviewed, non-predatory journals as a non-first authors | n/a | 6 | 15 |
| <i>(note that 3 middle author papers count as 1 first/last author paper)</i> | | | |
| Book chapters, contribution to books | n/a | 1 | 2 |
| professional Association Membership | 1 | 1 | 2 |
| Membership on an Professional Association Committee | n/a | desirable | 1 |

Additional (no minimum associated with these)

| | | | |
|---|-----------|-----------|-----------|
| Patents | Desirable | Desirable | Desirable |
| Standard Operating Procedures, Technical manuals | Desirable | Desirable | Desirable |
| Student mentoring (other than office hours, e.g., as member of AADS, AEP program) | Desirable | Desirable | Desirable |

CLINICIAN TRACK REQUIREMENTS

Requirements stated are MINIMUM expectations

| | 1 year Instructor to Assistant | 3 years Assistant to Associate | 5 years Associate to Professor |
|---|---|---|--|
| Professional development | | | |
| Attendance at scientific conference | 1/year | 1/year | 1/year |
| Conference presentation (poster, oral presentation or workshop) | 1/year | 2/year | 3/year |
| Board Certification or UK equivalent (e.g., MRCP) | Must be board-eligible or board certified Royal College membership eligible | Required and current RCP membership or fellowship (or equiv eligible) | Required and current RCP fellowship or Certificate of Specialty Training (CCT) |
| General Medical Council or GMDC (Grenada) certified | Required and current | Required and current | Required and current |
| Clinical Educator and Clinician track: CME/MOU | 100 hrs./yr. | 100 hrs./yr. | 100 hrs./yr. |
| Completion of Certificate in Research (from faculty Research Institute) | | Required | |
| Educational Content delivery | | | |
| Clinically relevant didactic sessions | 8/per year | 24 /per 3 years | 40/per 5 years |
| Book chapters, including online, question-review books, etc | n/a | 1 | 2 |
| Teaching in context of patient-care environments, including ward rounds | >30h | >60h | >60h |

EDUCATOR TRACK REQUIREMENTS

(Basic Sciences Educator and Clinical Educator subtracks)

Participation in student rounds, seminar presentations, journal clubs, etc

Desirable

Requirements stated are MINIMUM expectations

Required

Required

Positive feedback/comments in end of specialty evaluations

Desirable

Required

Required

Assessments

Contribution to observational assessment of students

Required

Required

Required

Leadership and Management

Academic Leadership - Curriculum

Preceptor

clerkship director

Director of Medical Education

Desirable

1 from those listed

2 from those listed

Dean (associate, assistant)

Course Director (or equivalent oversight of clinical programs)

Professional Service

Interaction with departmental and other SOM colleagues

2 letters of recommendation (minimum of 1 at rank higher to that of incumbent)

3 letters recommendation (minimum of 2 at rank higher to that of incumbent)

5 letters recommendation (minimum of 3 at rank of Professor, plus 1 from administrative level, e.g., Assistant, associate or Dean)

Faculty mentoring (junior colleagues, new Clinical instructors, etc.)

n/a

1 in lower rank

2 in lower ranks

Ongoing commitment to clinical excellence

Attendance at all semi-annual faculty meetings as invited, and additional SGU faculty development series

Attendance at all semi-annual faculty meetings as invited, and additional SGU faculty development series, and it is desirable to contribute/participate in its creation.

Attendance at all semi-annual faculty meetings as invited, and direction of new material for the SGU faculty development series
department chair of committee - Required,
Hospital Chair of committee - desirable, community - required

Participant on Departmental, hospital or community committees as a member, or chair

department member: desirable

Department committee required; Hospital: desirable, Community: desirable

Hospital/Clinic development of clinical guidelines

n/a

Participation desired

Participation required

Commitment to participation in activities (e.g., committees) supporting provision of clinical services

Required

Required

Required

Service to the SGU SOM Community

Appointed member of SOM administrative committee, e.g., scheduling, curriculum, assessments working group, strategic planning committee

Desirable

Minimum 1

Minimum 2

Committees or groups related to clinical service or research, e.g., Institutional Review Boards/Human Subjects Committee

Voluntary or elected committee member (e.g., senate committees)

Research activity

Publications in peer-reviewed, non-predatory journals as a first authors

1

>1

>2

Publications in peer-reviewed, non-predatory journals as a non-first authors

total >=1

total >=5

total >=10

Manuals, Book chapters, contribution to books, other forms of publications such as training videos, etc.

0

>1

>2

Association Membership

1

1

2

Association Committees (e.g., American Board of Pediatrics, i.e., national association committees)

n/a

desirable

1

EDUCATOR TRACK REQUIREMENTS

(Basic Sciences Educator and Clinical Educator subtracks)

Additional (no minimum associated with these)

| | | | |
|--|-----------|-----------|-----------|
| Patents | Desirable | Desirable | Desirable |
| Standard Operating Procedures, Technical manuals | Desirable | Desirable | Desirable |
| Student mentoring/advising (other than office hours, e.g., as member of AADS, AEP program) | Desirable | Desirable | Desirable |

Requirements stated are MINIMUM expectations

RESEARCHER TRACK

Requirements stated are MINIMUM expectations

| | Instructor to Assistant | Assistant to Associate | Associate to Professor |
|---|---|---|--|
| Professional development | | | |
| Attendance at scientific conference; relevant to content being taught | 1 | 2: 1 from each category | 4: 2 from each category |
| Attendance at Educational Conference (e.g., AAMC, IAMSE, AMEE, etc.) | | | |
| Conference attendance as invited presenter (poster, oral presentation or workshop) | n/a | 1 | 2 |
| Evidence of scholarly approach to Education: participation in Diploma, certificate and/or other course in education (>10 hours) | Desirable | Required | Required |
| Clinical Educator and Clinician track: CMEs | 1 | 3 | 5 |
| Completion of Certificate in Research (from faculty Research Institute) | | Required | |
| Professionalism | | | |
| Interaction with departmental and other SOM colleagues | 2 letters of recommendation (minimum of 1 at rank higher to that of | 3 letters recommendation (minimum of 2 at rank higher to that of incumbent) | 5 letters recommendation (minimum of 3 at rank of Professor, plus 1 from administrative level, e.g., Assistant, associate or Dean) |
| Inter-collegial networking | Ranked by Chair as Effective | Ranked by Chair as Highly effective | Ranked by Chair as Highly Effective |
| Service to the University Community | | | |
| Appointed member of administrative committee, e.g., scheduling, curriculum, assessments working group, strategic planning committee | Minimum 1 | Minimum 2 (one from each category) | Minimum 4 (at least 3 of which must be as an appointed member on an administrative committee) |
| Voluntary or elected committee member (e.g., senate committees) | | | |
| Research activity | | | |
| Publications in peer-reviewed, non-predatory journals - first author | 3 | 6 | 9 |
| Second or another author | 9 | 18 | 36 |
| Book chapters, book editor, contribution to e.g., board-preparation review books | n/a | Minimum of 1 | Minimum of 2 |
| Grants | Contributed to minimum 1 grant proposal | Applied for minimum of 2; Obtained minimum 1 grant | Applied for minimum of 5; Obtained minimum 3 grants |
| Research student mentoring e.g., Grad student, MSRI student, MPH Capstone | 1 | 2 | 4 |
| Chair of Supervisory Committee | N/A | 2 | 5 |
| Member of Graduate student Supervisory Committee | 1 | 2 | 5 |
| Member of Department Graduate Advisory Committee (GAC) | Yes | Yes | Yes |
| Chair of Departmental Graduate Advisory Committee (GAC) | n/a | Desirable | Yes |
| Additional (no minimum associated) | | | |
| Patents | Desirable | Desirable | Desirable |
| Technical/procedural manuals | Desirable | Desirable | Desirable |
| Standard Operating Procedures | Desirable | Desirable | Desirable |