



UNIVERSITY OF BRITISH COLUMBIA
DEPARTMENT OF PSYCHIATRY

Clinical Faculty Annual Report of Contributions

For Academic Year July 1, _____ to June 30, _____

In order to ensure your reappointment, you are required to submit this report each year by October 1st.

NAME: _____
(last, first)

RANK: _____

UBC PSYCHIATRY PROGRAM: _____

HOSPITAL AFFILIATION: _____

If your contact information has changed, please update it here:

ELIGIBLE TEACHING / ADMINISTRATION / RESEARCH/ COMMITTEE WORK

Note:

To maintain a clinical faculty appointment, individuals must provide 50 hours of UBC related teaching, administration, committee work over a two-year cycle.

Please note that Continuing Professional Development (CPD) presentations given at teaching rounds within the Department's network of teaching hospitals or settings, or on behalf of one of UBC Department of Psychiatry's Programs, are eligible hours.

Clinical Teaching can only be counted if it is delivered to students, residents, fellows or International Medical Graduates associated with UBC, or on behalf of the Department of Psychiatry in other venues. Please contact the Department's PG or UG offices for information on residents if needed.

A new lecture, seminar or workshop (including CPD lectures, seminars, or workshops) counts for 5 hours. A repeat lecture, seminar, or workshop counts for 2 hours.

Research may count up to a maximum of 20 hours over the two year cycle.

Promotion:

The deadline for application for promotion is October 1. If you wish to be considered for promotion please visit the departmental web site on how to apply at: <http://www.psychiatry.ubc.ca/ClinFac/Promotion.htm>



TOTAL ANNUAL HOURS OF ACADEMIC ACTIVITIES

Please document in the following categories your activities for the past academic year (July 1 to June 30).

Nature of Contribution	Information	TOTAL HOURS
1. Formal Lectures, Seminars or Workshops as UBC Faculty	<p>Please list presentations delivered as a UBC Faculty member. For questions, please contact Caroline Gosselin at caroline.gosselin@ubc.ca</p> <hr/> <hr/> <hr/> <hr/>	
2. Clinical Instruction	<p>Eligible activities include PBL Teaching, Phase II Clinical Skills Teaching and Psychotherapy Supervision, neither of which should be counted in #3 or #4 below. Please provide details.</p> <hr/> <hr/> <hr/>	
3. Clinical teaching of residents	<p>Please indicate time spent actually teaching students directly (i.e. not total hours on call together or the time students spend on unsupervised patient assessments, etc.).</p> <p>If 6 or less residents, please list of names below. If a large rotation of students, please provide the number of students and description of what was taught as well as the total hours.</p> <hr/> <hr/> <hr/>	
4. Clinical teaching of Undergraduates	<p>Please indicate time spent actually teaching students directly (i.e. not total hours on call together or the time students spend on unsupervised patient assessments, etc.).</p> <p>If 6 or less residents, please list of names below. If a large rotation of students, please provide the number of students and description of what was taught as well as the total hours.</p> <hr/> <hr/> <hr/> <hr/>	



Nature of Contribution	Information	TOTAL HOURS
5. Curriculum Development	<p>This represents time spent developing curriculum and hospital based teaching seminars for undergraduate and postgraduate students as well as time spent planning CPD rounds for UBC programs and teaching hospitals. Please provide details.</p> <hr/> <hr/> <hr/> <hr/>	
6. Supervision of Clinical or Research Fellows:	<p>Please indicate time spent actually teaching students directly (i.e. not total hours on call together or the time students spend on unsupervised patient assessments, etc.). Please list the names here.</p> <hr/> <hr/> <hr/> <hr/>	
7. Supervision of International Medical Graduates (IMG's)	<p>Please indicate time spent actually teaching students directly (i.e. not total hours on call together or the time students spend on unsupervised patient assessments, etc.). Please list the names here.</p> <hr/> <hr/> <hr/> <hr/>	
8. Preparation / Administration or marking of exams	<p>Eligible activities include OSCE exams, Mock Orals, etc. Please provide details.</p> <hr/> <hr/> <hr/> <hr/>	
9. UBC Administrative / Committee work.	<p>Eligible committee work consists only of that performed for UBC Faculty of Medicine or Department of Psychiatry, not a Hospital . Please provide details.</p> <hr/> <hr/> <hr/>	



Nature of Contribution	Information	TOTAL HOURS
10. Research activities (Please note that a maximum of 20 hours of research work will count towards your contributions to the Educational Programs over a two-year cycle.)	Please provide the some detail about your research contributions below. <hr/> <hr/> <hr/> <hr/>	

This report is due annually to the Department on October 1.

We encourage you to submit this form by email to archana.harit@ubc.ca. It can also be faxed to 604-822-7756.

TOTAL HOURS _____

PRINT NAME: _____

DATE: _____

SIGNATURE _____

(A signature is not required if sent from your email address)