

**University of British Columbia
Curriculum Vitae for Faculty Members**

Date:

Verification Initial:

1.	SURNAME:		FIRST NAME:	
			MIDDLE NAME(S):	

2.	DEPARTMENT/DIVISION:	Medicine - <i>[Insert Division]</i>
3.	FACULTY:	Medicine

4.	PRESENT RANK:		SINCE:	mmm-dd-yyyy
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Commented [JZ1]: If you do not presently have a UBC appointment, leave it blank. If you presently have, or previously had, an appointment at another academic institution, list under section 6 - Employment Record, Prior or Present.

5. POST-SECONDARY EDUCATION

(a)

University or Institution	Degree	Subject Area	Dates

(b) Title of Dissertation and Name of Supervisor

Title of Dissertation	Supervisor

c) Continuing Education or Training

University or Institution	Rank or Title	Dates

Commented [JZ2]: List any clinical training i.e. residencies, fellowships, internships etc. and indicate start and end dates. Also list here additional education not leading to a degree, such as leadership courses (e.g. Sauder's Physician Leadership Program [PLP]; or UBC's Academic Leadership Development Program [ALDP]).

(d) Continuing Medical Education

Commented [JZ3]: List any conferences/meetings that you have "attended"- You can include this information in a summarized way. See sample table below.

(Any conferences/meetings which you have "presented" at should be listed in section 9d, e)

	University or Institution	Type	Detail	Dates
1	University of British Columbia	Medicine Grand Rounds	Rounds attended, on average, once a month.	2017- 2019
2	University of British Columbia	Rheumatology intercity rounds	Weekly meetings: Attended on average 3 weeks per month	2017-2019
3	Canadian Society of Gastroenterology	Annual Scientific Meetings	Meetings Attended	2017, 2019
4	American Society of Hematology	International Meeting Attended	International Symposium on Thrombosis, Miami Beach Florida,	2018

(e) Professional Qualifications

1	
2	
3	
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Commented [JZ4]: Include non-degree postgraduate qualifications such as professional registration to practice, accreditation, certification and licensing; Acronym or title of qualification (e.g. FRCPC, CCFP) and Date (include month/year).

6. EMPLOYMENT RECORD

(a) Prior

University, Company or Organization	Rank or Title	Dates

Commented [JZ5]: • List all previous academic or relevant professional employment. Include all hospitals in which faculty members had appointments or clinical service responsibilities, if applicable.
 • Also, list affiliations with research institutes, if applicable include any paid leadership roles with hospitals or UBC, e.g. Hospital or UBC Division Head; Director of Post-Graduate Medical Education program.
 • Unpaid roles should be reported under “service” sections 10 & 11.

(b) Present

University, Company or Organization	Rank or Title	Dates

Commented [JZ6]: • List all current academic or relevant professional employment. Include all hospitals in which faculty members currently have appointments or clinical service responsibilities, if applicable.
 • Also, list affiliations with research institutes, if applicable include any paid leadership roles with hospitals or UBC, e.g. Hospital or UBC Division Head; Director of Post-Graduate Medical Education program.
 • Unpaid roles should be reported under “service” sections 10 & 11.

(c) Date of granting of tenure at UBC:

Commented [JZ7]: Not applicable to clinical faculty.

7. LEAVES OF ABSENCE

Commented [JZ8]: Do not omit as this information will help explain any gaps in your record, such as maternity or parental, study, medical or other leaves.

University, Company Or Organization at which Leave was taken	Type of Leave	Dates

8. TEACHING

(a) Areas of special interest and accomplishments

1	
2	
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Commented [JZ9]: •In point or brief narrative form, highlight your most important teaching contributions in this section. Include dates.
 •New appointees: include your teaching plan for the coming year.
 •Include here any curriculum or other educational product you have developed. Please refer to the “DOM Formal Educational Activities” guide for number of hours that can be allocated.
 •Candidates are encouraged to provide a concise statement of teaching philosophy or approach to teaching (not exceeding 150 words) in this section, especially where such statements affect the way student or peer evaluations could be interpreted.

(b) Courses Taught at UBC:

Year	Course Number	Description	Total Number of Scheduled Hours	Class Size	Hours Taught			
					Lectures	Tutorials	Labs	Other
2018S	MEDD 419	FLEX Supervisor	12	1				12 (6-week block cycle)
2018W	MEDD 422	Lecturer	6	200	1			5 (prep time)
2019W	MEDD 422	Lecturer	3.5	1	1			2.5 (prep time)
2019W	MEDD429	FLEX Supervisor	6	1				6 (3-week block cycle)
2019W	SOWK452	Research Elective	1.5	25	1.5			

Commented [JZ10]: This section is for formal/scheduled teaching sessions which have a course number. If you want to list non-formal / unscheduled clinical teaching, please see section 8 (f)

Commented [JZ11]: You can include here additional hours that are not spent with the students but are necessary for the teaching activity, such as preparation time for lectures, or time to correct case reports for clinical skills, or mandatory tutor meeting time for CBL. Please refer to the “DOM Formal Educational Activities” guide for number of hours that can be allocated to each activity.

(c) Students supervised:

Student Name	Program Type	Program Details	Year		Supervisory Role	Current Position/A
			Start	Finish		

Commented [JZ12]: Include only research supervision.

Commented [JZ13]: Indicate if primary or co-primary supervisor or member of supervisory committee

	Internal Medicine Residency	Supervision of research project			Primary supervisor	
	Medical school	Summer studentship or FLEX			Co-primary supervisor	

Commented [DL14]: If you supervise a FLEX student's project, please count your hours above (section 8b) and list the name of the student here

(d) Continuing Education Activities

	Description of Activity	Venue (City/Country)	Dates
1			
2			
3			

Commented [JZ15]: Include lectures and talks you have given; e.g., rounds, CMEs, talks to allied health professionals, talks to lay groups. Don't forget to list dates and venue! Spell out abbreviations.

(e) Visiting Lecturer (indicate university/organization and dates)

1	
2	
3	

(f) Other

Scheduled Teaching (without course number)

Commented [JZ16]: Use this section for summarizing your non-formal / unscheduled (i.e. bedside or clinic-based) teaching. Indicate year, description of activity and # of contact hours.

Commented [JZ17]: Include here your scheduled undergraduate teaching without course number (e.g. OSCE exams); and your scheduled post graduate teaching e.g. lectures given at academic half-days, journal club, etc.. Please specify whether teaching is at the undergraduate or graduate level.

Description	Duration	Year	Number of Students / Trainees	Student / Trainee level	Total Hours
Internal medicine Academic half day		2015			1

Unscheduled Teaching

Commented [JZ18]: Include here your non-formal / unscheduled (i.e. bedside or clinic-based) teaching. Indicate year, description of activity and # of contact hours. Please refer to the DOM Formal Educational Activities guide for number of hours that can be allocated to each activity.

Description	Duration	Year	Number of Students / Trainees	Student / Trainee level	Total Hours
Endocrinology in-hosp consult service	4 weeks	2018	3	R2 internal medicine x 2, R1 family medicine x 1	20
Oncology ambulatory care clinic, one half day per week	20 weeks	2017	1	Medical student	20

Commented [DL19]: Teaching allocation for consult service = 1 hour teaching per day on consult service, regardless of number of trainees.

Commented [DL20]: Teaching allocation for outpatient clinics = 1 hour of teaching per half day clinic, regardless of number of trainees.

9. SCHOLARLY AND PROFESSIONAL ACTIVITIES

(a) Areas of special interest and accomplishments

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Commented [JZ21]: In point or brief narrative form, highlight your research interests and contributions.

Commented [JZ22]: •9 (b) (c)
 •Include dates, amounts of grants per year (indicate if total amount listed)
 •Indicate your role by bolding your name in the list of PI/co-I and/or adding a note under PI or co-I, such as, for example, Site PI for a multicenter study. If multicenter studies, indicate your role, locally or for the entire trial (e.g. member of the steering committee).
 •If \$ amount is in foreign currency, please indicate currency, e.g. USD.
 •If \$ amount is per enrolled patient in a trial, please indicate so and add the approximate number of patients enrolled at your site.

(b)+(c) Research or equivalent grants/contracts (indicate under COMP whether grants were obtained competitively (C) or non-competitively (NC))

(b) Grants

Granting Agency	Subject	COMP Or Non-COMP (C or NC)	\$ per year (any other info i.e. Total \$ or per participant)	Duration mo/yy to mo/yy	Principal Investigator	Co-Investigator(s)

(c) Contracts

Granting Agency	Subject	COMP Or Non-COMP (C or NC)	\$ per year (any other info i.e. Total \$ or per participant)	Duration mo/yy to mo/yy	Principal Investigator	Co-Investigator(s)

(d) Salary Support Award

	Description	Dates
1		
2		
3		

(e) Invited Presentations

		Venue (City/Country)	Dates
1			
2			
3			
4			
5			

Commented [J223]: •Include only presentations given at scholarly meetings or at another institute by specific invitation. This would include for example, lectures given as Keynote Speaker at a conference.
•Compared to the above section 8(f) "Visiting Lecturer", items listed here should be related to your ORIGINAL RESEARCH ACTIVITIES.
•Note: PLEASE ENSURE THAT ENTRIES APPEAR IN ONLY ONE OF SECTIONS 9 e, f, g, or h.
•Please also Identify whether Local/National/International
•If any have been published in abstract form, please list them in your UBC Publications Report under section 2) Non-Refereed Conference Proceedings or Abstracts.

(f) Other Presentations

1	
2	
3	

Commented [J224]: Poster, oral presentations, or public forums given by yourself. Please do not include poster presentations where you were one of the co-authors. Include dates, name and location of meeting

(g) Invited Participation

1	
2	
3	

Commented [ZJ25]: List scholarly activities such as when you have been invited to participate on a government, other organization, or expert panel, or taskforce

(h) Conference Participation (Organizer, Moderator, etc.)

1	
2	
3	

Commented [ZJ26]: Include here your involvement in the organization of conferences or scientific meetings, such as being on the scientific committee, playing a role as organizer for the conference or for a session, or as moderator for a session.

10.1. SERVICE TO THE UNIVERSITY

(a) Memberships on committees, including offices held and dates

1	
2	
3	

Commented [ZJ27]: • Include role, title of committee and dates.
• It is useful to separate your contributions in the order 1) Department, 2) Faculty of Medicine, 3) UBC.
• For some service contributions (in both sections 10 and 11) it may be useful to add a brief narrative (3 lines maximum) describing your role and/or particularly meritorious outcome of your service.

(b) Other service, including dates

1	
2	
3	

10.2. SERVICE TO THE HOSPITAL

(a) Memberships on committees, including offices held and dates

1	
2	
3	

Commented [ZJ28]: • Include role, title of committee and dates.

(b) Other service, including dates

1	
2	
3	

11. SERVICE TO THE COMMUNITY

(a) Memberships on scholarly societies, including offices held and dates

1	
2	
3	

Commented [ZJ29]: • Include role, title of committee and dates.
• Where appropriate, please indicate for each entry whether the service is Provincial, National or International.

(b) Memberships on other societies, including offices held and dates

1	
2	
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(c) Memberships on scholarly committees, including offices held and dates

1	
2	
3	

(d) Memberships on other committees, including offices held and dates

1	
2	
3	

(e) Editorships (list journal and dates)

1	
2	
3	

(f) Reviewer (journal, agency, etc. including dates)

1	
2	
3	

Commented [ZJ30]: Include approximate number of manuscripts reviewed per year

(g) External examiner (indicate universities and dates)

1	
2	
3	

Commented [ZJ31]: Indicate what you were an examiner for, your role

(h) Consultant (indicate organization and dates)

1	
2	
3	

Commented [ZJ32]: Indicate what you were a consultant for, your role

(i) Other service to the community

1	
2	
3	

Commented [ZJ33]: This may include any radio, TV, media interviews, or other knowledge translation activities; as well as panel discussions, or volunteer work relating to your scholarly or professional activities.

12. AWARDS AND DISTINCTIONS

(a) Awards for Teaching (indicate name of award, awarding organizations, date)

1	
2	
3	

(b) Awards for Scholarship (indicate name of award, awarding organizations, date)

1	
2	
3	

(c) Awards for Service (indicate name of award, awarding organizations, date)

1	
2	
3	

(d) Other Awards

1	
2	
3	

13. OTHER RELEVANT INFORMATION (Maximum One Page)

1	
2	
3	

Commented [ZJ34]: • Explain the significance of these, unless obvious.
• Please provide sufficient information about the award to understand its significance, such as the name of the award, the organization providing the award (without using abbreviations), who it is awarded to and for what.

Commented [ZJ35]: List activities that do not appear in the previous categories but that illustrate accomplishments and contributions. Provide dates.

University of British Columbia
Publications Record

Date:

Initial:

SURNAME:

FIRST NAME:

MIDDLE NAME(S):

1. REFEREED PUBLICATIONS

(a) Journals

Include journal articles which have been subjected to peer-review.

You may add a brief narrative (below the entry) describing your role and the findings/impact of the five papers you have selected to be of primary importance (i.e. publications you included in your package).

Unless they describe original research contributions, do not include items such as correspondence, letters, or rebuttals, in the section for Refereed Publications, even if you consider them to have been peer reviewed. If this is not the case, such items should be listed in section c) of the publications.

Correspondence or letters describing original research contribution which have been peer reviewed, can be entered here.

Correspondence, letters or rebuttals which do not describe original research contributions should be listed in section 1(c) "other"; if they were peer reviewed and under 2 (c) if they were not peer reviewed.

Please ensure there is no duplication of references.

(b) Conference Proceedings

External peer-review. This may include abstracts that are published in peer-reviewed journals or recorded in conference proceedings of national and international societies, as long as the abstract selection or the publication of the conference proceeding underwent a peer-review process.

Commented [ZJ36]: You can only include abstracts of presentations if the abstract selection process was peer reviewed AND if the abstract is published in a journal or conference proceedings

(c) Other

Include here items such as correspondence, letters or rebuttals published in journals, but only if you consider them to have been refereed contributions.

2. NON-REFEREED PUBLICATIONS

(a) Journals

Non-Refereed journal articles include commentaries, editorials and other articles which may appear in leading journals. These are not subjected to normal peer-review. Other types of edited but non-peer reviewed articles (e.g. in regularly appearing serials such as "Methods in Enzymology"), should also be recorded in this sub-section.

(b) Conference Proceedings

Conference proceedings, including published abstracts (see Note below), represent the outcome of a presentation at a meeting and may be published in a book or in a special issue of a journal. If the publication of the conference proceeding was not peer reviewed, include it here, even if they were published in a journal that is a peer-review journal, e.g. as a supplement to the journal reporting on conference proceedings. Also include here abstracts of presentations where the abstract selection was not peer-reviewed; if abstracts of presentations are not published, then include them under presentation but not under publications.

- (c) Other

Include here items such as published correspondence, letters or rebuttals which were not peer reviewed.

3. BOOKS

All publications in books, ranging from monographs to chapters, should be listed in this section.

- (a) Authored

- (b) Edited

- (c) Chapters

4. PATENTS

Include all patents and licenses attributed to the faculty member.

5. SPECIAL COPYRIGHTS

Include all special copyrights attributed to the faculty member.

6. ARTISTIC WORKS, PERFORMANCES, DESIGNS

Include audio-visual work, pamphlets, computer programs or similar work and designs.

7. OTHER WORKS

Videos

Presentations

Radio & TV Programs

8. WORK SUBMITTED (including publisher and date of submission)

Include the publisher's name and the date of submission.

9. WORK IN PROGRESS (including degree of completion)

Include the degree of completion.