SCHOOL OF MEDICINE
STANDARDIZED CURRICULUM VITAE FORMAT

REQUIRED ORDER – in every subhead, reverse chronological, i.e most recent first:

Personal Information:

- Name
- Home Address
- Phone

[DO NOT include date of birth, place of birth (national origin), marital status, gender, race, religion or Social Security Number on the CV]

Education (includes postgraduate Training Fellowships, Residencies and Traineeships, certifications)

- Degree, Awarding Institution, Date, Specialty

Professional Experience -- Employment History

- Position, rank and date of appointment

Honors and Awards: (include dates)

Bibliography – on all items, show author order

- Books and chapters, including pages
- Refereed papers/articles, including pages (do not include "submitted/in-press" articles here – they are to be placed in a separate section below)
    - Original research
    - Other peer reviewed articles
    - Editorials or letters
    - Published abstracts
- In press/submitted papers/articles, including year and # of typed pages (do not include "in process" articles not formally submitted for publication)
- Refereed unpublished oral presentations and/or abstracts – can be divided by papers, panels, exhibits – should indicate solicited/invited
- Other un-refereed works, including book reviews

Teaching record - A narrative description should include some reasonable estimate of the extent of and type of teaching activities. Examples are listed below:

Course Director (list course)
Lecture-
- to students
- to graduate students
- to residents
- to fellows or postdoctorals

Grand Rounds
- at UNC - outside UNC

Continuing Education Lecture–
- at UNC - outside UNC

Training grant director
Lab or Research Teaching/Mentorships
Clinical Teaching
Student Preceptorships
Attending on Clinical Service
Graduate Supervision, Committees
Other Supervision

Grants This section should indicate degree of involvement in and level of responsibility for funded research (active grants should be listed first by award period, followed by completed grants by award period).

- Include title, type, relationship to project, dates, source
- Indicate role on grant (e.g., PI, co-PI, etc.)
- Show $ amounts and % effort for any grants for which you are PI or co-PI.

Professional Service (include offices held and dates held)

- To discipline
  State, national, international offices or committees
  Consultants
  Editorial appointments
- Within UNC-Chapel Hill
  - Committees (Dates; indicate whether chairman or member)
  - Other Administrative activities (division, clinic, section or team)
- Other (site visits, review panels, etc.)

Reflective Statement
(A summary of your area(s) of expertise, accomplishments, and vision for the future, particularly as related to your scholarly activities, be they clinical, educational and/or research. In addition, this statement must contain a summary of your various activities as an educator, and it should reflect upon your overall teaching philosophy.)