

Chair's letter for Clinical Activity (Fixed Term Track, with a Secondary Appointment):

- I. Introduction
 - a. Reason for the recommendation letter (promotion including current rank and the new rank – with Modifier of adjunct, clinical or research included). Include secondary appointments if applicable.
 - b. Proposed effective date
 - c. Reason for the promotion (research, clinical activity, teaching, administration or community professional service)
 - d. Vote of assembled full professors (format of “X in favor of, X opposed to and X abstain”)
 - i. Any negative votes and/or abstentions explained
 - e. Contingency statement
- II. Education and employment history
- III. Information regarding the candidate's accomplishments in clinical activities
- IV. Information regarding the candidate's publications
- V. Information regarding the candidate's funding (if applicable)
- VI. Information regarding the candidate's clinical accomplishments
- VII. Information regarding the candidate's teaching activities
 - a. Invited presentations, talks, seminars, etc. to peers
 - b. Actual teaching activities to trainees
- VIII. Administrative appointments (if applicable)
- IX. Awards (if applicable)
- X. Professional Service activities
- XI. Conclusion

An example of this area of excellence is below.

April 15, 2014

William L. Roper, MD, MPH
Dean, School of Medicine
Vice Chancellor for Medical Affairs
CEO, UNC Health Care System
University of North Carolina at Chapel Hill
CB# 7000, 4030 Bondurant Hall
Carolina Campus

- Introduction
- a. Reason for the recommendation letter (appointment/promotion including current rank and new rank, with Modifier of adjunct, clinical or research included). Include secondary appointments if applicable.
 - b. Proposed effective date
 - c. Reason for the promotion (research, clinical activity, teaching, administration or community professional service)
 - d. Vote of assembled full professors (format of "x in favor of, x opposed to and x abstain")
 - Explain any negative votes and/or abstentions
 - e. Contingency statement

Dear Dr. Roper:

Due to excellence in clinical activity, we are writing to recommend the promotion of Dr. [REDACTED] from Clinical Assistant Professor to Clinical Associate Professor in the Departments of Medicine (primary appointment) and Pediatrics (secondary appointment) effective July 1, 2014. The Full Professors in the Department of Medicine have been consulted and approved the promotion with 30 voting in favor of, 0 against, and 0 abstaining. The Full Professors in the Department of Pediatrics have been consulted and approved the promotion with 27 voting in favor of, 0 against, and 0 abstaining. This position and the continuance of Dr. [REDACTED] employment are contingent upon the continued availability of funding from sources other than continuing state budget funds or permanent trust funds. Specifically, Dr. [REDACTED] will be required to generate from patient care revenues and/or research funding sufficient funds to cover her total compensation.

Education and employment history

Dr. [REDACTED] received a M.S. degree in 1989 and a Ph.D. degree in 1992 in Biomedical Engineering from the University of Texas at Austin, and a M.D. degree in 2000 from the University of Vermont College of Medicine. She completed a Residency in Internal Medicine at Duke University Medical Center in 2004 and a Fellowship in Allergy and Immunology at the University of North Carolina at Chapel Hill in 2007. Dr. [REDACTED] was appointed as a Clinical Assistant Professor of Medicine here at UNC in 2007 and obtained a secondary appointment as a Clinical Assistant Professor of Pediatrics in 2010

Information regarding the candidate's accomplishments in clinical activities

When Dr. [REDACTED] joined our faculty in 2007 and became Clinic Director of the UNC Allergy and Immunology Clinic the patient population was quite small. Through her efforts to raise the profile of the clinic via presentations to specialists and the surrounding community, the demand for their services rapidly increased. Patients were not only being treated for routine allergy care but they were also being referred to the clinic by other allergists for complex conditions. As a result, three additional faculty members were

hired to meet the additional demand for services. Under Dr. [REDACTED] leadership, the A/I Clinic is routinely recognized as one of the top clinics at UNC with high patient satisfaction.

include clinical metrics

As Clinic Director, Dr. [REDACTED] revamped the allergy shot practice. She implemented new protocols in keeping with national practice parameters, updated and created forms, changed how our vaccines were prepared and logged, and developed anaphylaxis training for our staff and physicians, all of which are significant quality improvement measures. This has resulted in a huge growth of our immunotherapy clinic which went from treating 6-8 patients per day to treating 50-60 patients per day.

Dr. [REDACTED] is also involved in research activities with a focus on food allergies. “Alpha gal” is an allergy to galactose- α 1,3-galactose, a carbohydrate found in lower mammals. Patients with this condition develop urticaria and/or anaphylaxis after consuming red meat. Dr. [REDACTED] has accumulated a large cohort of patients with this allergy and she is currently working with colleagues at the University of Virginia, where this condition was first described, to further characterize and study this. This allergy is geographically concentrated in certain areas of the world and North Carolina/Virginia is one of those areas.

Information regarding candidate's publications

In addition to this research area, Dr. [REDACTED] is also collaborating with Gastroenterologists on the role of food and aeroallergens in the development of eosinophilic esophagitis which is an increasingly diagnosed debilitating condition leading to esophageal strictures, dysphagia and food impaction. Her work led to a publication on the utility of a targeted food elimination diet as a treatment for this condition in adult patients.

Information regarding the candidate's clinical accomplishments

In 2010, Dr. [REDACTED] became the Program Director for the Allergy/Immunology Fellowship Training Program. She organized the training program and developed the curriculum, and has established herself nationally as a Program Director. Under her leadership, the program has successfully recruited high quality fellows, many of which gone on to have successful academic careers. In recognition of her role in this vital mission of teaching, Dr. [REDACTED] was inducted into the Academy of Educators at UNC. More recently, she was appointed as an Academic Career Leadership Academy in Medicine (ACCLAIM) scholar. This program is an academic leadership development program, which on leadership within the UNC Healthcare System.

Information regarding the candidate's teaching activities
a. Invited presentations, talks, seminars, etc to peers
b. Actual teaching activities to

Dr. [REDACTED] also contributes to the education of other trainees including third and fourth year medical students and residents. Her style of teaching is based on a learner-centered model of outpatient instruction in which the preceptor facilitates and guides trainees to actively articulate and refine their clinical reasoning and actively move toward leadership roles in their development as clinicians. She believes the preceptor-learner interaction should be collaborative with the responsibility for success resting with both participants. In the enclosed summary of Dr. [REDACTED] teaching activities, Dr. Joanne Jordan, Chief of the Division of Rheumatology, Allergy, and Immunology, states “In conclusion, I consider Dr. [REDACTED] to be an educator and teacher of the highest order, of superior skills and abilities and therefore invaluable to our UNC Mission to train the next generation of care providers”.

Professional Service activities

Dr. [REDACTED] also participates in professional service activities. Since 2010, she has been a member of the Allergy and Immunology Program Directors Assembly and the Allergy and Immunology Program Directors Curriculum Committee. She has recently completed service as an Advisor to the North Carolina Division of Medical Assistance Program regarding Medicaid billing concerns for allergy services in the state. Dr. [REDACTED] also currently serves as Chair of the Data Safety Monitoring Board for Food Allergy Institute studies.

Conclusion

Dr. Joanne Jordan has enthusiastically recommended Dr. [REDACTED] promotion based on her excellence in clinical activity and we are completely supportive of this recommendation. In the letter of recommendation from Dr. David Peden, Andrews Distinguished Professor of Pediatrics, he states, "In summary, it is my absolute pleasure to write this letter of recommendation for Dr. [REDACTED] promotion to Clinical Associate Professor of Medicine. As outlined above, she has made important and ongoing contributions to all the UNC missions, and is an active leader in the allergy/immunology program at UNC. She is an outstanding candidate for promotion!" Dr. Dhavalkumar Patel of Novartis Institutes for BioMedical Research states in his letter of recommendation, "In summary, I believe Maya is highly qualified for the position of Clinical Associate Professor. She is an asset to UNC, and I strongly endorse the promotion."

Dr. [REDACTED] serves as a role model for a highly productive, highly valued, clinical track faculty member. We feel that she is an outstanding candidate for promotion and hope that the Promotions Committee will agree.

Sincerely,

Signature lines for both Dept Chairs

Marschall S. Runge, M.D., Ph.D.
Professor and Chair
Department of Medicine

A. Wesley Burks, M.D.
Professor and Chair
Department of Pediatrics

Dean's signature line (signed by SOM HR)

APPROVED: _____
William L. Roper, MD, MPH
Dean, School of Medicine
Vice Chancellor for Medical Affairs
CEO, UNC Health Care System