

Clinical Sciences Tracks for Promotion

This information can also be found on the Duke University School of Medicine website located at Duke University School of Medicine, Clinical Sciences Tracks for Promotion (<https://medschool.duke.edu/about-us/faculty-resources/faculty-appointments-promotion-tenure/clinical-science-apt/faculty-0>)

There are two (2) Clinical Science tracks for promotion in the School of Medicine APT Tracks guidance, the **Faculty Career Track** and the **Faculty Tenure Track**. Each track has its own set of criteria for evaluating promotion and tenure decisions.

The links below contain the details about each track and the criteria for promotion. Although the criteria outlined in these documents provide a general overview of the achievements needed to progress from one rank to the next, it is expected that faculty will demonstrate their achievements in unique ways. The Department of Neurology has separate guidelines for non-clinical faculty, and they can be found in the section of this website under Career Track/non-clinicians, and Tenure Track/non-clinicians. Faculty are encouraged to discuss their progress toward readiness for promotion and/or tenure review at least annually during their annual review with the Department Chair and / or Division Chief.

Differences Between Tracks. The expectations for the Career and the Tenure tracks are parallel in that both require excellence in a primary area of focus, contribution to the academic missions, and the creation of scholarly work. The distinguishing feature is level of responsibility for the development and maintenance of original research portfolios or novel educational methods and the responsibility for supporting this work through extramural funding.

- Tenure Track evaluation for promotion focuses on scholarship; Career Track evaluation for promotion focuses on institutional / local impact
- Tenure Track requires excellence in both secondary clinical (i.e., healthcare impact) and education domains, and anticipates excellence in leadership / service; Career Track requires excellence in one additional secondary domain (original investigation, clinical practice advancement, leadership / service)
- Tenure Track requires program development with substantive extramural funding; Career Track does not require program development or substantive extramural funding

Faculty are strongly encouraged to maintain documentation of their professional career. The Scholars@Duke site automatically collates published scholarship while providing a structure for Duke faculty to document professional activities and responsibilities. Additional information may be found using the following links.

- Faculty Career Track (<https://medschool.duke.edu/sites/default/files/2021-06/faculty-career-track.01.2021.pdf>)
- Faculty Tenure Track (<https://medschool.duke.edu/sites/default/files/2021-06/faculty-tenure-track.01.2021.pdf>)
- Duke University Faculty Handbook (<https://provost.duke.edu/sites/default/files/FHB.pdf>)

- Appendix L - Faculty Handbook, Clinical Sciences
https://provost.duke.edu/sites/default/files/FHB_App_L.pdf
- Professional Affairs of the Faculty- Tenure Clock Relief, Flexible Work Arrangements and Leave of Absence
https://provost.duke.edu/sites/default/files/FHB_Chap_4.pdf#page=5
- Clinical Sciences Promotion Process (<https://medschool.duke.edu/about-us/faculty-resources/faculty-appointments-promotion-tenure/clinical-science-apt/faculty-0>)
- Faculty Appointments, Promotion, & Tenure (<https://medschool.duke.edu/about-us/faculty-resources/faculty-appointments-promotion-tenure/clinical-science-apt/faculty-0>)

Pathways to Promotion -for Career Track

Pathways to Promotion provides clinical practice or education programs faculty on the Faculty Career Track a framework to delineate and distinguish their interests and contributions to the institution, both for the purpose of defining an intended career path and for describing scholarly contributions for the purposes of seeking promotion. The basic rubric for promotion is described above across the components of clinical care, education, research / investigation, clinical practice advancement, and leadership / service. The pathways described below reflect the content of the intellectual and scholarly contributions that are the subject of the promotion package. Where applicable, specific promotion criteria are defined; otherwise please refer to criteria listed above. As noted previously, a customized portfolio and career plan may be developed by faculty in collaboration and under the advisement of the Department Chair, Division Chief, and / or DAPT Chair. This format is flexible and an individual portfolio may include aspects of other portfolios in order to accurately reflect the faculty member's accomplishments, interests and career goals.

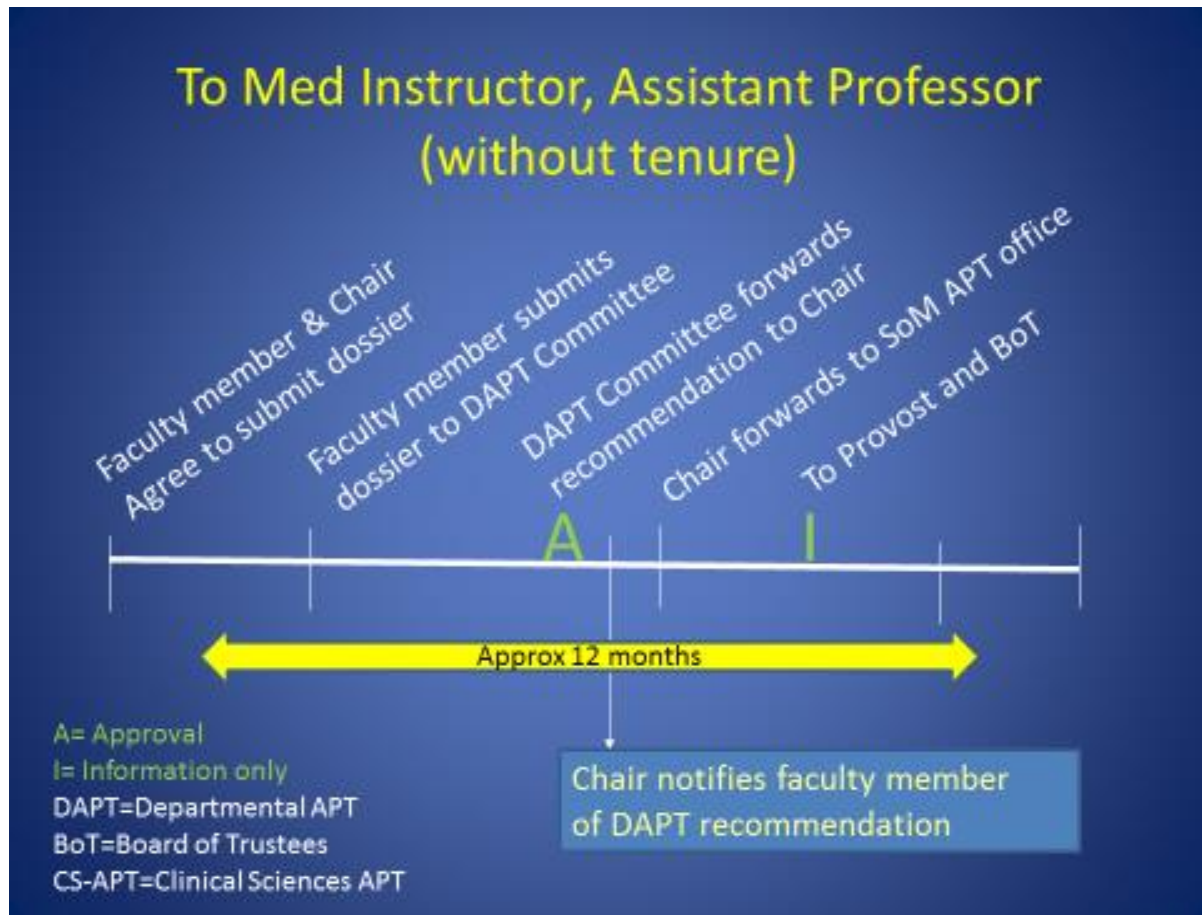
The demonstration of clinical effectiveness is required for promotion on these pathways. Clinical effectiveness in this context connotes outstanding contributions to clinical practice in the faculty member's chosen field, evidence of a wide referral base (for physicians who accept referrals, or acknowledgement of institutional reputation if primary care or other non-referral specialty), excellent patient reviews, consistent compliance with clinical performance metrics, adherence to institutional standards for professionalism, and evidence of respect by peers (e.g., serving as a reference resource about an area of clinical knowledge, invitations to present at regional or national CME meetings). Each pathway includes demonstration of service to the institution, much of which is also described above.

Prototypic clinical practice pathways include the following as developed below.

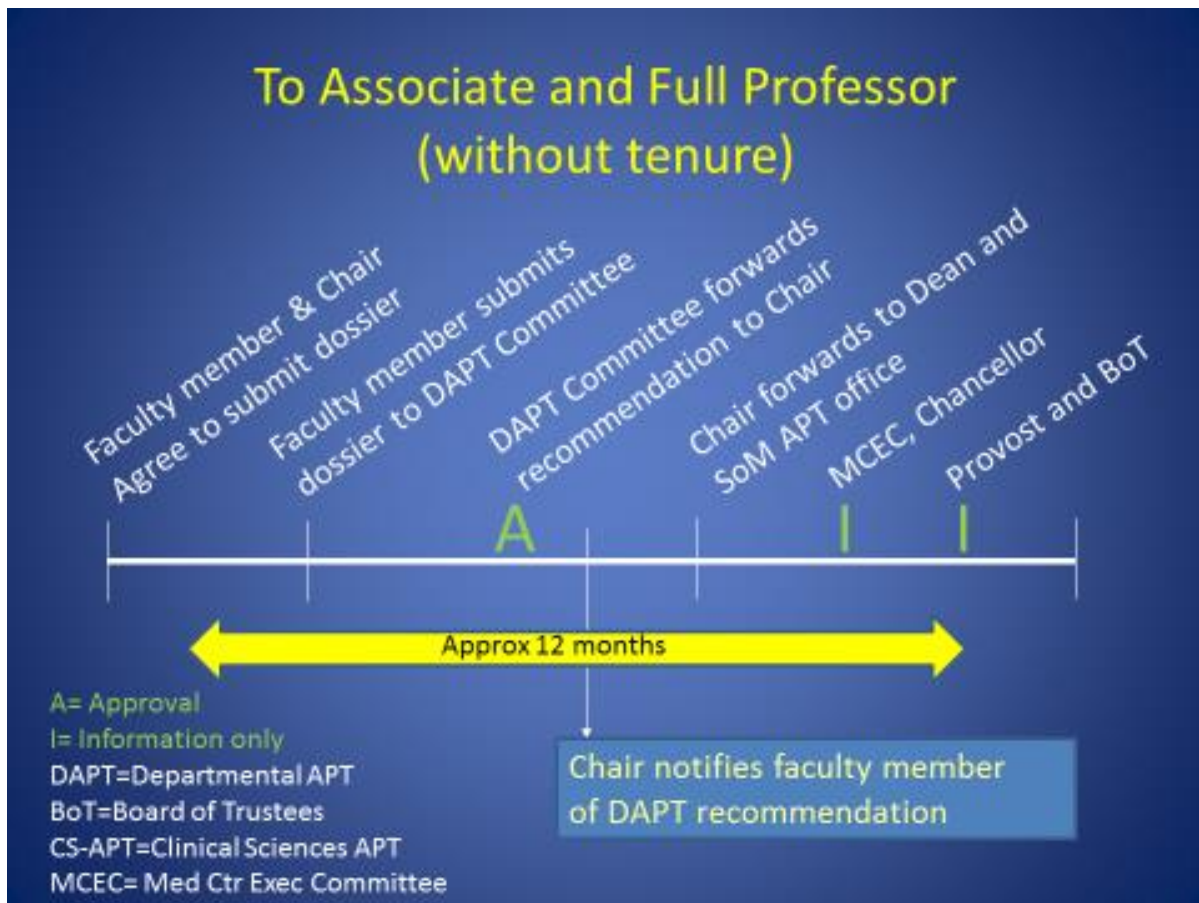
- Clinician-Investigator
- Clinician-Educator
- Clinical Practice Advancement (patient safety / quality, health services research, implementation science, informatics / information technology / data science)
- Clinician Leader-Administrator
- Individualized Portfolio (as approved by Division Chief and Department Chair).

Clinical Sciences Promotion Process

All Regular Rank appointments at the rank of **Medical Instructor** and **Assistant Professor** are assigned at the Department level and forwarded to the Appointments, Promotion and Tenure (APT) office for administrative processing and the Board of Trustees (BOT) for informational purpose



All Regular Rank appointments at the rank of **Associate Professor** (Faculty Career Track and Faculty Tenure Track) and the rank of **Professor** in the Faculty Career Track are assigned at the Department level (Department Chair in conjunction with the Department APT Committee) and forwarded to the Appointments, Promotion and Tenure (APT) office for administrative processing and the Medical Center Executive Committee (MCEC) and the Board of Trustees (BOT) for informational purposes.



All Regular Rank recommendations for the conferring of tenure (rank of **Associate Professor with tenure**) and promotion to **Full Professor with tenure** are initiated at the Department level (Department Chair in conjunction with the Department APT Committee), reviewed by the Clinical Sciences APT Committee, and approved by the Dean of the School of Medicine, the MCEC and the BOT. After the final approval, the APT office issues a letter of approval to the faculty member.

