

VOLUNTEER CLINICAL FACULTY:  
CRITERIA FOR APPOINTMENT AND PROMOTIONS,  
DEPARTMENT OF REHABILITATION MEDICINE

Definition

Clinical appointments are normally given to an individual who holds a primary appointment with an outside agency or non-academic unit at the University. Clinical faculty normally work in practicum settings and make substantial contributions to University programs through their expertise, interest, and motivation to work with faculty in preparing and assisting with instruction.

Clinical faculty are active in their own profession and serve as volunteers in Departmental courses or programs. They should possess a professional degree in an appropriate rehabilitation-related discipline and are appointed on the basis of one or more of the following activities:

- Directly precepts or supervises students in patient care area environments (practicum experiences). Primary preceptors directly contribute to student training and coordinate student evaluation within their practice site.
- Contributes to classroom teaching, laboratory supervision, or conference leadership, generally related to rehabilitation.
- Contributes to or collaborates in research with Department-based faculty members, generally related to rehabilitation.
- Demonstrates leadership or service through participation on University, School or Department committees or advisory boards.

Appointments

For new appointments, each division will annually consider, review and vote on new appointments according to its own teaching needs and criteria. The head of each division will then, in a letter to the departmental chair, recommend the appointment indicating the vote of the division faculty, the proposed activities to be conducted by the appointee, the curriculum vitae of the appointee, and the completed appropriate University forms. The chair of the Department will then pass the recommendations on to the Dean with his/her own recommendation regarding the new appointment.

Consistent with the Faculty Code, these will be annual appointments for the academic year July 1 through June 30. There are no limitations to the number of reappointments that can be made. Each year, faculty must vote to reappoint, and the department chair must forward recommendations to reappoint to the Dean. Reappointment decisions must be made by March 31 of the first year and by December 31 each succeeding year.

### Clinical Instructor

This level will be the usual initial appointment. Clinical faculty members with the entry-level degree for their respective profession must meet the requirements for Board certification, licensure or equivalent in their field. Appointment at this level will be based on excellence as a clinician, and teacher. Promotion beyond Clinical Instructor will depend on meeting the criteria for Clinical Assistant Professor.

### Clinical Assistant Professor

Appointment at this rank requires that the individual have training and experience substantially beyond that required for the rank of Clinical Instructor and that the person has contributed to clinical care, medical or allied health education, or the professions of rehabilitation in a substantial manner, exceeding the expectations for Clinical Instructor. To be promoted to this level, all clinicians must be judged to demonstrate competence in both clinical care to patients and clinical supervision of trainees. In general, Board certification will be required for appointment or promotion to the rank of Clinical Assistant Professor or above in the case of physicians. In some circumstances, because of unusual qualifications or experiences or because the individual is an allied health professional, the requirement for Board certification may be waived.

### Clinical Associate Professor

The rank of Clinical Associate Professor is reserved for those who have made high quality contributions, in clinical program development, clinical teaching, or service of a substantial nature to the mission of the department and the school. Individuals at this level have a demonstrated record of strong clinical leadership. Promotion to Associate Professor level generally would require continued evidence of productive clinical activity plus regional recognition for clinical or educational expertise.

### Clinical Professor

Appointment or promotion to this rank is based on recognition as a leader in the discipline as evidenced by accomplishments in clinical care, clinical program development, service in national or international professional societies, or scholarly publications. The candidate should show a strong commitment to the University and/or public service. National recognition for scholarly work or for leadership in clinical programs is also required.

## Criteria for evaluation and promotions

The criteria for evaluation and promotion of Clinical Faculty (Volunteer) are based on: (1) the quality and quantity of the educational contributions to the Department, (2) the professional credentials of the Clinical Faculty member as reflected in his/her curriculum vitae, (3) the professional reputation of the Clinical Faculty member as reflected by letters of recommendations by peers, and (4) student evaluations. The following are examples of factors that may be considered:

- The number of students supervised during practicum experiences.
- The consistency with which students are accepted for practicum experiences.
- The excellence of clinical teaching/supervision as documented by student and/or peer evaluations.
- The excellence of teaching as documented by evaluation of guest lectures or research presentations.
- The development or coordination of courses.
- Local or regional recognition or awards for developing or maintaining an innovative practice environment.
- Professional or scientific publications.
- Professional or scientific presentations at continuing education programs or professional association meetings.
- Service to professional or community organizations as an officer, committee chair or by sustained activity and contributions.
- Participation of Department committees or Advisory Boards.
- Assisting in the recruitment or interviewing of potential students.
- Evidence of having contributed to or collaborated in research with members of the Department's faculty.

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