

## **USUHS Faculty Appointment Guidelines – Clinical Teaching Faculty**

### **Requirements of Faculty Appointment at Instructor or Assistant Professor Rank:**

- MD, DO, or PhD degree, or other degrees on a case by case basis (contact POCs)
- Current medical license if clinician
- Instructing USUHS medical students or uniformed residents/fellows at one of the uniformed teaching facilities

### **Faculty Rank of Instructor:**

- Faculty member who has finished training and is board eligible

### **Faculty Rank of Assistant Professor (Non-tenure, Clinician-Educator Pathway):**

- Faculty member currently privileged in the training facility
- Faculty member Board certified in specialty

### **Faculty Appointment Application Process:**

- Local Department Chair/Chief/Head and/or Pediatric Program Director reviews potential faculty candidates, and makes recommendation and provides guidance to seek an academic appointment
- Applicant contacts USUHS Pediatrics POC to get Single Sign On (SSO/Sakai) Account
- Once the account is established, the applicant has access to all necessary templates for appointment as listed below:
  - Form 107
  - Command Endorsement Document
  - Curriculum vitae
  - Faculty Information Form
- Department of Pediatrics Chair or their designee will review and endorse package documents upon submission

### **Primary POC for Faculty Appointments:**

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