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<th>Clinical Instructor (Voluntary) Appointment for 4th-year chief residents not receiving ACGME credit</th>
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<td>Requirements for 4th-year chief resident appointments as voluntary clinical instructor faculty</td>
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**PURPOSE**

The WSUSOM will accept applications for a faculty appointment at the rank of clinical instructor from individuals who currently hold (or who anticipate holding) a 4th-year chief medical residency position. Eligible applicants must be in/anticipate holding a chief residency position for which they will **not** receive credit toward board certification from the American Council for Graduate Medical Education. This clinical instructorship is a non-compensated, nonrenewable appointment that can be held for no more than 1 year.

**Eligibility**

To be eligible for an appointment as a voluntary clinical instructor, a chief resident must contribute toward the educational mission of the department/WSUSOM as defined below:

1. Teaches (or anticipates teaching) WSU medical students and/or trainees as a member of a WSU-sponsored residency program;
(2) Mentors (or anticipates mentoring) WSU medical students or trainees

Exclusions

This policy does **not** extend to residents currently in postgraduate training for which they are or anticipate receiving credit toward board certification.

Submission requirements

A detailed list of required elements can be found [link](https://facaffairs.med.wayne.edu/voluntary-appointment), but at a minimum all applicants must submit:

1. A letter of support from the chair of the resident’s department that (a) identifies the WSU-affiliated residency program in which the applicant teaches; (b) includes the start and end date of his/her 4th-year chief residency position; (c) affirms that the applicant is not or will not be receiving credit for his/her chief residency year toward Board certification; (d) specifies the nature of the applicant’s teaching (WSU students, WSU trainees, and/or faculty from WSU and/or other institutions); and (e) assesses the quality of the applicant’s teaching

2. A current CV formatted in the style required for Voluntary clinical instructor faculty appointments, found on the OFAPD website: [https://facaffairs.med.wayne.edu/voluntary-appointment](https://facaffairs.med.wayne.edu/voluntary-appointment)
Applicants should supply all the required information required on the CV, and sign and date the CV.

(3) Official transcripts will be required from all applicants without a Michigan professional license, and notarized transcripts from those applicants who received their training outside the US.

See the OFAPD website link for guidance on administrative procedures, details regarding all necessary qualifications, and the relevant forms. Note: Anyone receiving a faculty appointment is required to complete a prior background check.

Jack D. Sobel, M.D.
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Date: 11/27/18