

**UNIVERSITY OF WASHINGTON SCHOOL OF MEDICINE  
DEPARTMENT OF PSYCHIATRY AND BEHAVIORAL SCIENCES**

**SALARIED CLINICAL FACULTY PATHWAY  
APPOINTMENT AND PROMOTION GUIDELINES  
03/01/2019**

**INTRODUCTION**

The Salaried Clinical Faculty (SCF) pathway is for faculty members who have a paid appointment in the department and have as their primary responsibility provision of direct clinical service.

Faculty members in this pathway are expected to be excellent clinicians with a defined area of clinical expertise, and to further the Department's clinical mission. They may be expected to teach medical students, psychiatry residents, psychology residents, and/or fellows in the context of their clinical work.

Faculty members in this pathway advance the Department's clinical mission by providing:

- high quality, high productivity clinical care in a defined area of interest, in a specific clinical setting, or working with a specific patient population
- as applicable, clinical supervision and teaching in the context of, and related to, the faculty member's clinical focus area, setting, or patient population

SCF pathway faculty may also enhance the quality, efficiency, and management of clinical services, for example through quality improvement projects or through development and/or administration of clinical programs.

Faculty in this pathway will have the titles Clinical Instructor, Clinical Assistant Professor, Clinical Associate Professor, or Clinical Professor.

The criteria below are used for appointment and promotion within this track in the Department of Psychiatry and Behavioral Sciences. Consistent with the University's expressed commitment to excellence, equity, diversity, and inclusion, contributions in clinical care, teaching, research/scholarship, and administration/service that address diversity and equal opportunity shall be included and considered among the professional and scholarly qualifications for appointment and promotion outlined below.

In addition, all candidates for appointment and promotion are expected to meet departmental and UW Medicine expectations for professionalism. Professionalism includes demonstrating excellence, respect, integrity, compassion, altruism, and accountability in all endeavors. Diversity of ideas, perspectives and experiences is integral to our mission. All individuals in our community are responsible for creating a welcoming and respectful environment where every person is valued and honored.

It is the policy and expectation of UW Medicine that all members of our community will conduct themselves in a professional manner in interactions with patients, colleagues in the University community, and the public. Leaders in our community are expected to model, promote, and advocate for a strong and visible culture of professionalism.

## **APPOINTMENT**

Initial appointment in the SCF Pathway is generally at the level of Clinical Instructor. Key criteria for appointment are:

- M.D., D.O., Ph.D., Psy.D., or Ed.D. degree (or equivalent) and clinical training needed to meet relevant licensing, Board certification, and specialty or subspecialty requirements
- Demonstrated excellence in clinical work, documented from residency, fellowship, other equivalent training, or clinical practice settings
- Interest and promise for high quality and high productivity clinical work in a defined area of interest, in a specific clinical setting, or working with a specific patient population relevant to the department's clinical mission
- As applicable, interest and promise in clinical supervision and teaching

At the time of appointment, the specific scope of responsibilities will be established by mutual agreement between the faculty member, Service Chief and Chair. These responsibilities will be reviewed annually at the time of reappointment and updated as needed. The following will be specified at the time of appointment:

- Clinical FTE
- Expectations regarding the nature and volume of clinical work
- Financial incentives for high clinical productivity
- Expectations regarding the nature and amount of clinical supervision and/or teaching
- Any additional responsibilities, such as program development and administration, quality improvement projects

## **PROMOTION**

Promotion is based on the quality of the faculty member's documented contributions to the clinical mission of the Department. Time in rank alone is not sufficient for promotion.

### **Clinical Assistant Professor**

This rank requires that the individual has evidence of training or clinical practice experience beyond that required for initial appointment to the rank of Clinical Instructor. In general, Board certification (or its equivalent) is required for psychiatrists and licensure for psychologists at this rank or higher. Promotion to Clinical Assistant Professor requires excellent clinical competence and productivity, identification of a defined focus area of clinical expertise, and, where applicable, excellence in clinical supervision and teaching. Candidates must also demonstrate excellence in professionalism.

### **Clinical Associate Professor**

Promotion to Clinical Associate Professor requires regional recognition as a clinical expert, sustained excellence in clinical competence, clinical productivity, and, where applicable, excellence in clinical supervision and teaching related to the faculty member's area of clinical expertise. If administration is a substantive part of the faculty member's responsibilities, significant accomplishments in clinical program development and/or leadership will be expected for promotion to this rank. Board certification (or equivalent) is required for psychiatrists and licensure for psychologists. Faculty members promoted to Clinical Associate Professor in this pathway must also demonstrate excellence in professionalism.

### **Clinical Professor**

Promotion to Clinical Professor requires distinguished and substantial professional activity in patient care, national or international recognition as an expert in a well-defined area of clinical care relevant to the Department's clinical mission, and sustained and outstanding clinical competence, clinical productivity, and, where applicable, clinical supervision and teaching. Faculty members promoted to Clinical Professor in this pathway are expected to be outstanding clinical role models and leaders. While scholarship is not required or expected for promotion in this pathway, promotion to Clinical Professor requires a regional reputation as evidenced by referrals for expert clinical consultation, regional lectures and presentations, significant administrative contributions, contributions to national or international professional societies, clinical guideline development or implementation, and/or significant leadership roles within the Department or School of Medicine. Faculty members promoted to Clinical Professor in this pathway must also demonstrate excellence in professionalism.

## **Emeritus**

Emeritus status is reserved for faculty members who have retired from clinical activities and whose clinical and teaching record has been highly meritorious, including sustained and substantial contributions to the missions of the Department. In general, Emeritus appointments require at least ten years of prior service and achievement of the rank of Clinical Associate Professor or Clinical Professor.

## **EVALUATION CRITERIA**

### **Professionalism**

Professionalism is assessed annually by the Chief of Service and Chair as part of the annual review process. Faculty members are expected to meet professionalism expectations, as outlined in the UW Medicine Policy on Professional Conduct.

Of particular relevance to this faculty pathway, professionalism in clinical practice settings includes, but is not limited to, safeguarding the privacy and confidentiality of patient information, communicating effectively, observing established standards for patient safety and timely completion of medical records, participating in quality improvement initiatives, exercising cultural humility, reporting errors, and following rules for billing and compliance.

### **Clinical Competence, Productivity, and Area of Expertise**

SCF Pathway faculty members are expected to provide high quality clinical care, meet expectations for clinical productivity, and develop a coherent area of clinical expertise important to the Department's clinical mission. This area of clinical expertise may be the diagnosis and/or treatment of particular conditions, development and provision of a type of treatment, clinical work in a particular clinical setting, or clinical care of a specific patient population. Clinical competence, productivity, and area of expertise will be assessed by the faculty member's Chief of Service and by the Chair as part of the annual review process. Measures assessed include the following:

- Peer evaluations of clinical competence
- Patient satisfaction ratings and comments
- Recommendations, ratings, or comments from referring health care providers
- Specific clinical training and/or certification
- Meeting expectations for productivity (e.g. hours of clinical care provided, wRVUs)
- Referrals for expert consultations and/or treatment
- Invitations to present lectures, workshops, or trainings as a clinical expert

- Recognition or awards for clinical excellence

### **Teaching**

Faculty members in this pathway may be expected to provide clinical supervision and teaching to trainees in the context of their clinical work. Clinical supervision and teaching will be assessed by the Chief of Service and Chair as part of the annual review process, based on the following:

- Clerkship teaching evaluations from medical students
- Clinical supervision evaluations from residents and fellows
- Evaluations of any didactic teaching
- Awards or other recognition for high quality supervision and teaching
- Meeting expectations for quantity and nature of supervision and teaching

### **Administration**

Administration may be included in the specific responsibilities for an individual SCF Pathway faculty member. In this case, performance in administration will be assessed by the Chief of Service and Chair as part of the annual review process, based on:

- Design and/or implementation of clinical program(s)
- Management and leadership of clinical program(s)
- Success of clinical program(s) in meeting program goals
- Local, regional, or national recognition of clinical program (e.g. awards, certification)

### **Regional and/or National Recognition**

Scholarship is not required or expected for appointment or promotion in this faculty pathway. However, in considering faculty members for promotion, scholarship or other factors can be taken into account, especially as they contribute to a regional or national reputation as an expert clinician, role model, and teacher. Such factors can include:

- Service in regional or national professional societies
- Contribution of medical expertise to non-academic organizations or groups (e.g., community, regional and/or national non-profits)
- Membership in and/or chairmanship of departmental, school, and hospital clinical committees and/or task forces at a level that is significant to the function of the committee and/or task force
- Effective 'translation' of new clinical knowledge into departmental teaching and clinical programs

- Publications, especially in the faculty member's area of clinical expertise (e.g. case reports, participation in clinical research, scholarly reviews of the literature, book chapters)
- Quality of curriculum or other teaching materials developed
- Quality and impact of other professional activities relevant to one's area of clinical expertise such as the development and / or implementation of clinical treatment guidelines or quality improvement programs / projects.