

### **Voluntary Faculty Guidelines for the Department of Orthopaedics and Rehabilitation 5/2019**

#### **Introduction**

Physicians who are not members of the full-time faculty may be considered for an academic appointment in the voluntary ranks of Yale School of Medicine. This document describes these appointments and the requirements which must be fulfilled to receive and maintain them. Teaching and mentoring are the principal contributions made by the voluntary faculty.

The Department Committee on Appointments and Promotions for the Voluntary Faculty will have its membership designated by the Chair and the Associate Department Chief (community physician). This group will evaluate proposals for appointment, reappointment, and promotion for the voluntary ranks in the Department of Orthopaedics and Rehabilitation. Recommendations will then be forwarded to the Department for the vote of the full-time faculty at or above the rank being considered. If the individual is approved by a majority of those eligible to vote, the affirmative recommendation will be implemented or, when required by University policy, forwarded to the School's Committee on Appointments and Promotions for their consideration. Each appointment will be reconsidered at the end of a given term.

#### **General Requirements**

Before their appointment will be considered, physicians/surgeons who desire an appointment to any rank of voluntary faculty with the Department must meet the following criteria. Once appointed, they must continue to meet these criteria each fiscal year for their voluntary appointment to renew

1. Have a current staff appointment at Yale-New Haven Hospital or the West Haven VA Hospital, except in exceptional cases which can be specifically considered.
2. Achieve and maintain a high level of teaching, scholarship and/or clinical ability recognized locally, regionally or nationally commensurate with the level of the appointment.
3. Attend in person 40% of the Department of Orthopaedic and Rehabilitation grand rounds a year as well as 40% of the Yale Department of Orthopaedics and Rehabilitation M&M conferences a year.
4. Attend a minimum of ten (10) resident/student lectures by those associated with the Department of Orthopaedics and Rehabilitation a year
  - a. A list of regular lectures, which is subject to change, is available from the Department. Other Yale orthopaedic resident/student lectures and educational/program activities can be submitted for consideration for fulfillment of this requirement.



- b. Within a week of attending any conference, an email notifying what conference was attended must be sent to the Department registrar ([Kathryn.umlauf@yale.edu](mailto:Kathryn.umlauf@yale.edu)).

### **Types of Appointments and Eligibility Criteria**

Appointment ranks for voluntary faculty and their criteria are defined in the Yale University Faculty Handbook (<https://provost.yale.edu/faculty-handbook>). The Department of Orthopaedics and Rehabilitation has also developed its own specific criteria for each appointment rank, as delineated below, in addition to the general requirements delineated above. Time served at a specific rank is not a sufficient reason for promotion in the absence of other requirements outlined below.

**Clinical Instructor:** This rank is the appropriate initial appointment for physicians who have recently completed training and/or recently joined the community or recently become involved in the academic mission of the Department. Appointments are made for renewable one-year terms.

**Assistant Clinical Professor:** This rank is appropriate for individuals who have achieved local recognition for teaching/scholarship/clinical ability. These individuals will normally have served for at least two years as Clinical Instructor. Students, residents, peers and/or senior members of the full-time faculty may provide input about whether appointment is appropriate. Scholarly publication is encouraged but not required for this rank.

**Associate Clinical Professor:** This rank is appropriate for individuals who have achieved regional recognition for teaching/scholarship/clinical ability. These individuals will normally have served for at least six years at the rank of Assistant Clinical Professor. Students, residents, peers and/or senior members of the full-time faculty may provide input about whether appointment is appropriate

**Clinical Professor:** This rank is reserved for those few individuals who have achieved national or international recognition for teaching/scholarship/clinical ability and who have made sustained and exceptional contributions to the Department over many years. They will normally have served at least five years as Associate Clinical Professor and have achieved recognition for excellence. These individuals will normally have participated substantially in the administrative responsibilities of the Department.

### **Compensation**

There is no compensation related to serving as voluntary faculty of the Department of Orthopaedics and Rehabilitation.

### **Termination**

Reappointment at any rank is not automatic. In addition, at any time during an appointment, the Department may respond to specific concerns regarding a voluntary faculty member by terminating his or her appointment.

**Use of the Yale Name**

The voluntary faculty rank and affiliation may not be used in connection with any commercial or clinical venture, commercial or clinical promotion, or commercial or clinical advertising. Voluntary faculty are not permitted to use “Yale University”, “Yale School of Medicine”, “Yale Orthopaedics”, any variation thereof, or any other Yale marks as a banner on letterhead, business cards, correspondence, professional correspondence or advertisements.

Any misuse of a Yale title or affiliation by a voluntary faculty member may result in immediate termination of appointment. Such misuse will be determined by the Department of Orthopaedics and Rehabilitation or other leadership representatives of Yale School of Medicine or Yale University.