

**University of Pittsburgh**  
**School of Medicine**  
**CURRICULUM VITAE FORMAT**

- All entries must be in chronologic order (not reverse chronologic order)
- Information and dates listed in CV **must** match information included in Executive Summary if you are also completing a portfolio for review
- Do not duplicate entries - Report each entry in only one category of best fit
- Include page numbers

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**BIOGRAPHICAL**

Name:  
Email:

Business Address:  
Business Phone:

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**EDUCATION and TRAINING**

**UNDERGRADUATE**

Dates Attended	Name and Location of Institution	Degree Received and Year	Major Subject
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**GRADUATE**

Dates Attended	Name and Location of Institution	Degree Received and Year	Major Subject
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**POSTGRADUATE**

- Include internships, residencies, fellowships, research associate appointments, and/or any other professional training experience.
- Must include name and program director and discipline.

Dates Attended	Name and Location of Institution	Degree Received and Year	Major Subject
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## APPOINTMENTS and POSITIONS

### ACADEMIC

- Academic appointments refer to University and Medicine School appointments
- Visiting prefix must be used if faculty has a Visiting title at any time
- List active joint appointments and add the end date for any joint appointments that have expired

Years Inclusive	Name and Location of Institution or Organization	Rank/Title
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### NON-ACADEMIC

- Non-academic appointments refer to hospital/health system or other appointments
- Include military or other Government Service

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## CERTIFICATION and LICENSURE

### SPECIALTY CERTIFICATION:

Certifying Board	Year
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### MEDICAL or OTHER PROFESSIONAL LICENSURE:

Licensing Board/State	Year
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## MEMBERSHIP in PROFESSIONAL and SCIENTIFIC SOCIETIES

- List memberships here
- Specialty board memberships
- List service activities related to your memberships in the service section

Organization	Year
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## HONORS

Title of Award	Year
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## PUBLICATIONS

- Peer-reviewed articles **must** be listed separately
- Articles “in press” or “accepted” are acceptable. **Do not** list articles submitted or in preparation (this includes bioRxiv/medRxiv articles). However, articles that have been peer-reviewed by “Review Commons” and then posted on bioRxiv/medRxiv can be listed as “in-revision”
- Articles “in-revision” must be listed separately under the section they pertain to and should include the name of the journal
- Publications **must** be numbered
- **Bold face your name**
- For citations format see [http://www.nlm.nih.gov/bsd/policy/cit\\_format.html](http://www.nlm.nih.gov/bsd/policy/cit_format.html)
- List **all** authors for publications with 50 or less authors. Only use “et al” when more than 50 authors
- Consider adding a brief description of your role in publications for which you are neither first nor senior author
- Consider adding ORCID IDs to your publications

### 1. ORIGINAL PEER REVIEWED ARTICLES

- Only original, peer reviewed publications here
- Meta-analyses, systematic reviews, scoping reviews (includes all types of peer-reviewed evidence Synthesis articles; Other review articles such as case reports with review of the literature should be placed under “other peer-reviewed publications”).

### 2. OTHER PEER-REVIEWED PUBLICATIONS

- Consortium articles
- Review Articles
- Case Reports
- Commentaries
- Invited Reviews
- News +Views

### 3. OTHER NON-PEER REVIEWED PUBLICATIONS

- Review Articles
- Proceedings of Conferences and Symposia
- Invited Manuscripts
- Letters to the Editor
- Editorials

- Media presentations
- Lay publications

#### 4. BOOKS, BOOK CHAPTERS AND MONOGRAPHS

#### 5. PUBLISHED ABSTRACTS (in Scientific Journals)

#### 6. ABSTRACTS (not published in Scientific Journals)

- Poster Presentations
- Oral/Podium Presentations

#### 7. PUBLICATION EQUIVILENT SCHOLARLY PRODUCTS

### **PROFESSIONAL ACTIVITIES**

#### **TEACHING**

- Provide a summary of courses and tutorials taught (include numbers and types of students taught, contact hours, number of lectures, etc.)
- Include dates for **ALL** teaching activities
- Other lectures and seminars given
- Theses completed under your direction, service on PhD committees, comprehensive exam committees, etc.
- Supervision of pre- and post-doctoral students, house staff physicians and fellows (clinical and research)
- Faculty development, such as continuing medical education activities, include courses and workshops taught to medical professionals
- Web based curriculum, podcasts, and broadcasts
- Mentored grant funding (your mentee's recognized K-award)

*Consider using the following format:*

#### **Medical Student Teaching:**

Dates    Role, Title of teaching session(s), type of learner, number of learners, number of sessions/year

#### **Graduate Student Teaching:**

Dates    Role, Title of teaching session(s), type of learner, number of learners, number of sessions/year

**Resident Teaching:**

Dates Role, Title of teaching session(s), type of learner, number of learners, number of sessions/year

**Fellow Teaching:**

Dates Role, Title of teaching session(s), type of learner, number of learners, number of sessions/year

**Faculty Development Teaching:**

Dates Role, Title of teaching session(s), type of learner, number of learners, number of sessions/year

**Curriculum Development/Teaching Products/Media Products:**

Dates Title of Curriculum, brief explanation

**Mentoring:**

Dates Mentor Role, Name of Mentee, Context, Mentee Achievements

**RESEARCH**

- If PI, include total for all years and both direct and indirect costs. If multi-PI, include only the amount available to you
- If Co-I, include all years of the grant and list only the sub-award amount available to you
- Grant number should include activity code (ex R01)
- Do not include funding to your trainee in which you are listed as mentor- this would be listed in the teaching section
- List competitively renewed grants once with initial contract start date and current end date

**Current Grant Support:**

Grant Number (funded)	Grant Title	Role in Project	Years Inclusive	Source \$ Amount
		%Effort (must not exceed 100%)		(include direct and indirect if PI)
		Calendar Months (must not exceed 12 months)		(If Co-I list sub-award)

**Pending Grant Support** (Include status, date reviewed, and priority score)

Grant Number	Grant Title	Role in Project	Years Inclusive	Source \$ Amount
		%Effort (must not exceed 100%)  Calendar Months (must not exceed 12 months)		(include direct and indirect if PI)  (If Co-I list sub-award)

**Prior Grant Support:**

Grant Number (funded)	Grant Title	Role in Project	Years Inclusive	Source \$ Amount
		%Effort (must not exceed 100%)  Calendar Months (must not exceed 12 months)		(include direct and indirect if PI)  (If Co-I list sub-award)

**Non-Funded Research:**

- Clinical trials, IRB/Protocols, Studies

Other research related activities

- patents granted
- editorships
- journal refereeing
- study section memberships
- grant reviewing

**LIST of CURRENT RESEARCH INTERESTS**

- Briefly list research and scholarly interests

## **INVITED SEMINARS AND LECTURESHIPS**

- Include grand rounds
- Media interviews

### Local Presentations

Date, title of session, sponsoring institution, location

### Regional Presentations

Date, title of session, sponsoring institution, location

### National Presentations

Date, title of session, sponsoring institution, location

### International Presentations

Date, title of session, sponsoring institution, location

## **SERVICE**

- List service activities related to your memberships in professional and scientific societies here
- committee service as chair, co-chair, or member
- consultantships

### University and Medical School Service

Date, Role, Context

### Diversity, Equity, and Inclusion Activities

Date, Role, Context

### Local/Community Service Activities

Date, Role, Context

### Regional Service

Date, Role, Context

National Service

Date, Role, Context

International Service

Date, Role, Context