Teaching Credits Guide

November, 2016
Lecture

Presentation given in-person or electronically (e.g., online class, podcast, webinar) that is intended to teach and is delivered to an audience of any size.

- **Teaching credits for direct teaching activity (incorporates prep time):**
  - 6 credits per lecture hour:
    - New lecture
    - Old lecture with >50% content revised to reflect change in practice or knowledge in a field or delivery to a new level of learner.
    - Can be prorated if more or less than 1 hour
  - 2 credits per lecture hour:
    - Old lecture with <50% content revised
    - Teaching someone else’s material for the first or subsequent time
    - Can be prorated if more or less than 1 hour
Facilitated Learning Activities

Individual or group activity conducted in-person, electronically or through simulation in which the teacher engages the student(s) through discussion, cases, questions, etc. to enhance learning (e.g. small groups, faculty precepted case conferences, pathology case conferences, radiology case conferences, directed journal clubs, scholarly pursuit, etc).

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Clinical Teaching (1/2)

- Supervision and teaching of one or more trainees in clinical settings including outpatient practices, inpatient services, procedure units, diagnostic sessions such as sign out, operating rooms, etc.
- There will be no difference in credit for number or level of trainees present.
Clinical Teaching (2/2)

- Credit will be given based on total number of sessions in the ambulatory, diagnostic and procedural areas or total days for OR and inpatient service time as follows:

  - 1 credit for a half-day clinic, procedure or diagnostic session, or weekend inpatient service day spent with trainees.
    - Ex: 40 credits for 40 weeks of a weekly clinic/diagnostic session.
  - 2 credits for an inpatient service weekday or 8-12 hour ER shift.
    - Ex: 144 credits for a faculty on inpatient service 12 weeks/year with various trainees will receive 2 credits per weekday of service time and 1 credit per day for weekend/holiday service time.
    - Ex: 80 credits for 40 weeks of a weekly full day in the operating room or procedure suite
    - Ex: 60 credits for 30, 8-12 hour ER shifts in a year.
  - 4 credits for a 24-hour period in-house on clinical service with trainees.
    - Ex: 40 credits for 10, 24-hour days in an ICU or L&D.
Faculty who work directly with trainees and participate heavily in the design, conduct, analysis and drafting of the scholarly products of trainees are eligible for credit as follows:

- Accepted abstracts, posters, oral presentations (internal or external): 5 credits.
- Submitted/Accepted manuscripts: 10 credits.
- Thesis/Postdoc advisors: 50 credits annually
- Grant proposal to an external funding agency: 10 credits

Each type of product can only be claimed once, for the year when it is published.

Trainee must be first or second author.
Longitudinal Mentoring

- Mentoring is broadly defined and includes that related to career development, capstone projects, thesis committee chairs, qualifying exam membership, etc. the following types of mentoring is excluded:
  - informal mentoring is considered an expectation of an academic appointment.
  - mentoring performed in the context of a supported role in medical education (i.e. course director, program director, etc) is assumed to be part of the responsibilities of such a role.

- Credit for longitudinal mentoring and scholarship cannot be claimed in the same year.
- Each longitudinal mentoring relationship of >8 hours per year will be worth 5 credits.
Lab Rotations, Pre-Thesis Research

- Applies to the direct supervision of trainees in the following setting:
  - graduate students on lab rotations: 25 credits per student
  - undergraduates and high school students performing research projects: 25 credits
  - post-bac students for 1 year: 50 credits
  - RCR training > 4 hours: 4 credits.
Masters Programs

- This applies to instructors in Master’s programs who are not receiving additional compensation for serving as a course instructor and are required to hold weekly one on one meetings with students.
  - 25 credits for courses with enrollment less than 30 students
  - 35 credits for courses with enrollment greater than or equal to 30 students
Assessment Activities

- Applies to classes in which learning is evaluated by exams involving problem-solving (i.e., not multiple choice), or research proposals, and where grading is performed by the lecturer.
- Applies to situations where faculty members are serving as direct observers such as occurs during remediation or coaching of a trainee, and peer observation of teaching with documented evaluations.
- 2 credits/assessment hour.
Education Service and Leadership

- Recognizes contributions of course/program directors above and beyond their course/program administrative responsibilities.

**BGS administration:**
- BGS Director, Graduate Group Chairs, Graduate Group Program Chairs, Graduate Group in Epidemiology & Biostatistics [GGEB]), Training Grant (NIH-T32) PI's, MD/PhD Program Director, Director of Masters Programs: 63 credits/yr

**UME/BGS/Masters Course Directors/Co-Directors:**
- The course must have enrolled trainees to qualify for credit.
- Course credit is assigned as follows:
  - 2 credits/week for a maximum of 15 weeks.
  - Courses longer than 15 weeks will can receive 1 credit per week thereafter.

**GME Administration:**
- Program Directors: 63 credits/year for ACGME accredited programs
- Associate Program Directors: 30 credits/yr