

Name:

Department:

Division (if applicable):

Effective Dates\*\*: - 12/31/2022

\*Work assignment and performance reviews should be completed by each department/office in which the FTE time is spent

\*\*The annual work plan is for the full calendar year. If there are revisions to a plan that has already been agreed upon and submitted you may need to change the beginning effective date, unless it is a correction to the original plan. In this case, you may want to keep the effective dates for the full calendar year.

**% Service (Probationary faculty must have a service work assignment)*****% Service must be split into these areas:***

**% Clinical Service:** time spent providing direct patient care, RVU generating, or leadership role that relates to care for patients

% Clinical Inpatient/Outpatient efforts (wRVU Generating Effort)

% Clinical assignment fully paid by contract with external entity (i.e. purchased services)

% Clinical that is paid administrative clinical leadership roles

Your clinical service activity requirements will include:

**% Service to Research:** service to other primary researchers that is critical part of the research team

Your service to research activity requirements will include:

**% Non-clinical/community service:** service to local, regional or national organizations including committees and non-paid service related to clinical work that does not involve direct patient care, and assigned mentoring activities

Your non-clinical service activity requirements will include:

**% Teaching (Probationary faculty must have a teaching work assignment)****% Teaching must be split into these areas:**

- % Teaching assigned to lectures, workshops, seminars, preparing presentations, etc.
- % Teaching during clinical work that is not already accounted for in above clinical service work assignment (wRVU generating effort)
- % Teaching assigned to administrative education leadership roles

Your teaching activity requirements will include:

\*If a member of the graduate faculty, include responsibility for graduate education.

**% Research (Probationary faculty must have at least a 20% assigned research)****% Research must be split into these areas:**

- % Research Activities
- % Research assigned to administrative research leadership roles

Your research activity requirements will include:

**% Other Assignment (Joint or Decanal)**

Explanation of other assignment:

**% Total: must be 100% regardless of FTE**

Select ONE area from dropdown that meets or exceeds 20% for which excellence will be required for next promotion and/or tenure or Periodic Career Review:

I am in receipt of this annual work plan:

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Department Chair Signature

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Faculty Signature

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Date

cc: Vice Dean for Faculty Affairs and Advancement