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**UNIVERSITY OF WASHINGTON**

**WWAMI SCHOOL OF MEDICINE**

**CURRICULUM VITAE CHECKLIST**

Your curriculum vitae should include all categories listed below in chronological order from oldest to newest

If a category does not apply, indicate “none” or “n/a” after the heading.

 **CV Dated**

 [ ]  Date of CV in upper right.

 **Personal Data**

 [ ]  Legal Name.

 [ ]  *Optional:* Place of Birth and Citizenship.

 **Education**

 [ ]  University of undergraduate degree - indicate field of study, places, and dates, including month and year.

 [ ]  University of graduate degree - indicate field of study, places, and dates, including month and year.

 **Postgraduate Training**

 [ ]  Internship, residencies, and/or fellowships - place(s) and dates - oldest to newest.

 **Faculty Positions Held**

 [ ]  Rank and Department - place(s) and dates - oldest to newest.

 **Hospital Positions Held**

 [ ]  Place(s) and dates (Do not duplicate Postgraduate Training above).

 **Current Employment**

 [ ]  Place(s) and dates - oldest to newest (Do not duplicate Faculty or Hospital Positions above).

 **Honors**

 [ ]  Phi Beta Kappa, Sigma Xi, AOA, Prizes, RCDAs, Young Investigator Awards, Teaching Awards, International

 and national recognition should be called out. Include dates of awards - oldest to newest.

 **Board Certification**

 [ ]  General Medical and/or Specialty Boards - indicate date received, recertification and/or expiration date(s).

 **Current License(s) to Practice**

[ ]  State(s) and dates - indicate date received, recertification and/or expiration date(s).

 ***Optional*: Diversity, Equity, and Inclusion Activities**

[ ]  List partnerships with community-based organizations, research in health disparities, mentoring

 underrepresented trainees or faculty and teaching related to diversity and inclusion.

 **Professional Organizations**

[ ]  Include date(s) of membership and/or office(s) held.

 **Teaching Responsibilities**

[ ]  Examples of teaching responsibility - List your teaching commitment (i.e., specific courses or roles/responsibilities) that you currently participate in or anticipate taking part of for the UW School of Medicine and Department.

*Optional:* List recent CME taught.