

FAQ

1) Can I request letters of recommendation from my patients or nurses working in my clinic?

Up to five letters of recommendation from providers, institutional leaders, consultants, administrators, and/or community leaders. Letters should reflect diverse viewpoints and describe clinical excellence from a variety of perspectives. Due to potential conflict of interest and breach of patient confidentiality, letters of recommendation from patients or patients' family members will NOT be accepted as supporting materials. Do not solicit letters from patients, trainees, clinical employee/staff working under the supervision of the candidate as this is considered a conflict of interest. Please do not include any patient letters (current or historical letters, notes, cards or documents from patients or patients' family members) regardless of redaction of personal information. It is however acceptable to include historical letters or documents from nurses, trainees, employee/staff that have been received in the past.

2) Can I nominate myself?

Candidates may self-nominate. However, all nominations must be approved and submitted to the Selection Committee by the faculty member's section chief, chair, medical director or center director. It is advised that the candidate get concurrence and guidance from their section chief, chair, medical director or center director prior to preparing the application and self-nomination.

3) Can I be nominated as a part-time physician?

Active full-time, part-time or voluntary associate professors or professors who have 15 or more years of clinical service as a Baylor faculty member are eligible for the award.

4) What should the nomination letter include?

Nomination letter from section chief, chair, medical director or center director should emphasize how the candidate exemplifies core values of BCM as a clinician; manifests clinical skills in the highest caliber with supporting evidence, examples or metrics (which may include data from customer or patient satisfaction metrics, awards, examples of recognition for excellence in clinical care by peers, team members, multidisciplinary referring clinicians); demonstrates excellence in dissemination of knowledge in clinical care (publications, peer review, committee participation), quality improvement and patient safety; demonstrates leadership, development and innovation in clinical care and meets high standards of productivity with supporting data.

5) Are there workshops on how to develop a portfolio on Clinical Excellence?

Yes. Check our Faculty Development website for workshop dates.

6) How are the applications evaluated?

The applications are reviewed and scored by an evaluation and review committee based on the criteria summarized in the scoring sheets. An example of each scoring sheet is included under each category on the webpage