

Faculty of Health and Medical Sciences, UWA

Adjunct and Clinical Title Holders Guidelines for Appointments and Promotion

1 Purpose

These guidelines elaborate on and are to be considered in conjunction with the [UWA Adjunct and Clinical Titles Policy](#).

The Faculty of Health and Medical Sciences values the committed participation of professionals from a range of external organisations to help fulfil its academic and educational programmes. This includes teaching and training for our undergraduate and postgraduate programmes (allied health, biomedical science, dentistry, medical, population and global health) and industry professionals (including doctors, dentists, scientists, social workers, pharmacists, podiatric medicine specialists, educators, health care providers, allied and public health professionals), and collaboration in research. This includes supervision of students in research (e.g. PhD supervision), clinical placements and shared grants. In recognition of these significant contributions, the Faculty awards Adjunct and Clinical Titles to appropriately qualified professionals and associates. The term “Clinical Title” refers to adjuncts who are actively engaged in clinical work.

This document sets out the Faculty of Health and Medical Sciences (HMS) guidelines and requirements for Adjunct and Clinical appointments. Individual schools may have additional requirements.

2 Appointment, Reappointment and Promotion

New applicants and candidates for reappointment or promotion are required to provide the following documentation:

- Application form documenting professional expertise, clinical responsibilities (if relevant), teaching, research, and advocacy activities, as follows:
 - Curriculum vitae to include:
 - Qualifications
 - Teaching: experience and subject
 - Research: grants held, publications over the last 5 years (including books, chapters, journal articles, major reviews, conference publications)
 - Service e.g. membership on university, industry or professional committees and boards, advising and mentoring
 - Awards and recognition
 - Outline of proposed contributions, willingness and ability to perform the proposed activity in the relevant School, Faculty and UWA over the next 3 years
 - Renewals and promotion applications to include details of contributions since the last appointment

All appointments will be for a maximum of 3 years and are renewable contingent on performance.

Appointments of Adjunct and Clinical titles imply participation on an honorary basis (i.e. do not receive any financial remuneration from the Faculty of Health and Medical Sciences and its Schools).

3 Application Assessment

All applications will be reviewed by the School or the Faculty Adjuncts Appointment Committee. The level of appointment will be based on the “Criteria” – see Section 5 (below).

All applicants must have Good Standing in their relevant fields, uphold and promote the criteria for their relevant professions and [UWA Code of Ethics and Code of Conduct](#).

4 Adjunct Contributions

Adjunct or Clinical Title holders are expected to have consistent, significant and active contributions to teaching, research and/or other services (e.g. administration, community service and leadership) that enhances the mission of the Faculty and UWA.

Activities and services may include the following:

- Teaching e.g. lectures, tutorials, practical class supervision and other student learning activities, development of educational material, contribution to assessment (exam questions, assessments, OSCE exam)
- Supervision and/or teaching of students:
 - In a clinical setting (e.g. direct supervision of a medical student on a ward-based rotation or dental student in a clinical setting)
 - Student placement
 - Professional setting
 - University setting (Schools of the Faculty)
 - Laboratory or field setting
 - Scholarly Activity units
- Research e.g. publications, grants, awards, clinical trials
- Supervision of student research projects (Honours, Coursework Dissertation, Higher Degree by Research)
- Moderate or present at the Faculty lectureships or symposia
- Leadership roles in academic settings - educational, professional, administrative and other
- Leadership roles in clinical care settings
- Community Engagement
- Mentoring of Faculty students in a structured setting
- Advocacy
- Participate in quality improvement programs
- Membership on university, industry or professional committees and boards
- Participation in Faculty or School development activities
- Demonstrated ongoing commitment to professional development and learning, such as continuing professional development
- Perform other activities not listed here that advance the Faculty mission which are recognised by the Faculty as fulfilling a service commitment

5 Levels of Appointment

The level of appointment will be based on teaching, research and service (e.g. administration, community service and leadership) criteria as described in the following Table. **Consistent, significant and active contributions** to teaching, research and/or other services that enhances the mission of the Faculty and UWA are required. Quality of the accomplishments will be considered in overall combination of activities and criteria listed in these guidelines.

Non-Clinical Title	Clinical Title*	UWA Academic Level	Criteria	Approver
Adjunct Teaching & Research	Clinical Teaching & Research			
Adjunct Lecturer or Adjunct Teaching Fellow or Adjunct Research Fellow	Clinical Lecturer	Level B	Evidence of active contribution to teaching, research and service activities. Normally holds a minimum of a Master's degree or equivalent. Clinical Lecturer: entry level professional degree (e.g. MBBS).	Head of School
Adjunct Senior Lecturer or Adjunct Senior Teaching Fellow or Adjunct Senior Research Fellow	Clinical Senior Lecturer	Level C	The criteria for Level B and demonstrated sustained contributions to UWA Additional contributions to academia or the profession at local and/or national level. Normally holds a doctoral or appropriate professional degree. Clinical Senior Lecturer: specialist qualification (e.g. FRACP).	Head of School
Adjunct Associate Professor	Clinical Associate Professor	Level D	Exemplary service at Level C (Adjunct / Clinical Senior Lecturer) in the Faculty or equivalent level elsewhere, and/or, recognised outstanding achievements and innovative contributions at national and international levels. Substantial experience in teaching, research, and applicable professional experience Normally holds a doctoral or appropriate professional degree. Clinical Associate Professor: specialist qualification (e.g. FRACP).	Recommendation from the Executive Dean via Faculty Adjunct Committee
Adjunct Professor	Clinical Professor	Level E	Demonstrated excellence as a teacher and/or researcher and/or exceptional service to the Faculty or equivalent level elsewhere, or exceptionally distinguished achievements. Will normally be recognised as an eminent international authority in their field.	Recommendation from the Executive Dean via Faculty Adjunct Committee/Vice-Chancellor's Approval

* Clinical titles are to be considered only for practitioners who diagnose and/or treat patients in bedside or clinical settings, including: physicians, nurses, dentists, podiatrists, pharmacists, psychologists and other allied health professionals. They are not to be considered for alternative health practitioners (UWA Adjuncts and Clinical Titles Policy) 3