

University of Galway School of Medicine

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Academic Clinician Advancement Programme (ACAP) for General Practitioners: Honorary Senior Lecturer (General Practice)

The University of Galway Academic Clinician Advancement Programme (ACAP) for General Practitioners is intended to recognise and encourage academic engagement and contribution by general practitioners affiliated to the School of Medicine. Reciprocally, the program is intended to strengthen education, scholarship and innovation capacity of general practice regionally and nationally.

The academic title of Honorary Senior Lecturer represents both the conferring of academic recognition upon successful applicants by the University and also the undertaking of a commitment to teaching and/or research by the applicant. The tenure of an Honorary Senior Lecturer position is usually for 5 years and can be renewed subject to meeting the performance expectations associated with the honorary title. The criteria for appointment as an Honorary Senior are outlined in this document.

Application pathways

- Applicants to ACAP for General Practitioners will apply for Honorary Senior Lecturer status.
- New applicants should engage prior to application with an ACAP mentor, such as the Head of General Practice or Academy Deans, who will support them in completing their applications as well as selecting whether to emphasise the teaching/learning or research/scholarship contribution.
- New applicants should have a track record of demonstrable interest and engagement in GP teaching and/or research. The period of appointment will be for 5 years, and can be renewed. A new applicant, who does not yet meet the criteria, may be conditionally appointed as an Honorary Senior Lecturer if they commit to achieving the criteria within three years.

Applications for renewal or promotion to Honorary Professor (General Practice)

- Promotion to the academic ranks of Honorary Personal Professor or Honorary Professor requires that the applicant has usually been an Honorary Senior lecturer of good standing for at least 5 years and must meet or exceed the criteria for Honorary Professor to be appointed. The period of appointment will be for 5 years, and can be renewed. The incumbent must demonstrate that they are maintaining the core and an appropriate selection of optional criteria in order for their Honorary status to be renewed.
- As appointment to Honorary Senior Lecturer is the first necessary step, no further discussion of Honorary Professor appointments occurs in this document. Experience of the Honorary Senior Lecturer process will inform how best to structure an Honorary Professor (General Practice) positions in the future.

New Applicant Process



Assessment Criteria: Honorary Senior Lecturer (General Practice)

Applications for appointment to or renewal of Honorary Senior Lecturer (General Practice) positions within the School of Medicine will be assessed based on the following performance criteria:-

- Educational criteria including General Practice teaching, educational scholarship, educational leadership and contribution.
- Research and Innovation criteria including research productivity, impact, innovation and research leadership and contribution.

The criteria are mapped to the university promotion guidance for senior lecturer positions and are aligned to the University and College values. The criteria presented below represent an indicative rather than an exhaustive list of evidence to support nomination under the programme.

Teaching Criteria

Candidates for appointment as Honorary Senior Lecturer (General Practice) will be expected to contribute strongly to the teaching, learning and assessment of undergraduate and postgraduate students locally and/or in prior appointments elsewhere. Evidence of teaching should include:

- Significant and sustained contribution to GP teaching, supervision and mentoring of undergraduate and postgraduate students in the School of Medicine and GP clinical training, including:
 - a. Regular and ongoing provision of clinical training in general practice with a minimum annual intake of **five** students for intensive 1:1 teaching for a total of ten weeks. This equates to an excess of 320 hours teaching per annum. This can be achieved either through past performance or a commitment to do so in the future over the life time of the Award (five years).
 - b. Provision of regular work based assessments associated with these placements.
 - c. A regular rating of teaching performance as satisfactory or excellent. This evidence may include, but need not be limited to, feedback from peer observation of teaching, external examiners' reports, student evaluations and teaching awards.
- Other relevant evidence could include
 - a. Publications in peer reviewed journals, presentation of educational research or developments at national or international conferences, or Successful application for external funding for educational research or for innovation and development of teaching and learning as principal applicant.
 - b. Successful dissemination and uptake by others of new teaching approaches or content developed by the applicant. This could include GP Internships, GP training programmes, CME programmes, undergraduate programmes/courses, curriculum development/workshops, publications or web sites.
 - c. Excellent achievement by graduates of the applicant's teaching/supervision as demonstrated by student awards, external examiners' reports, prize adjudication, etc.
 - d. Regular participation in educational continuing professional development, such as CME, regional teaching meetings, the university 'Teachers in General Practice' meeting, designed to improve the applicant's teaching/learning skills, raise awareness of educational issues, etc.
 - e. The production and publication of high quality materials (which may include materials developed for e-learning courses) and/or textbooks to support and develop students' learning.
 - f. Evidence of providing high quality academic guidance and mentoring for more junior academic, clinical colleagues or undergraduate medical students.

- g. Acting as an external examiner in another institution, or as a member of an examining or accrediting panel for a professional institute such as the ICGP, or membership of a Quality Assurance Agency assessment/audit panel such as GP training program accreditation.
- h. Substantial contribution to intellectual, cultural, social and economic life at institutional, regional, national and international levels.
- i. Beneficial influence on the development or application of public or professional policy or practice including the development of educational materials such as for the ICGP that contribute to the development or implementation of public healthcare policy and practice in area of clinical specialty.

Research & Innovation Criteria

Candidates for appointment as Honorary Senior Lecturer will be assessed on the extent of national and international recognition as a researcher and scholar in their chosen field. Applicants interested in this route, should contact Prof Andrew W Murphy directly (andrew.murphy@universityofgalway.ie).

Evidence of research contribution and innovation should include:

- National and/or international standing and recognition in a discipline or field of study, as demonstrated through a substantial record of high quality outputs:
 - a. Participation in high quality practice audits
 - b. Evidence of past and ongoing publication of sole or jointly authored articles or papers in peer reviewed journals of high international reputation / impact.
 - c. Publication of sole or jointly authored chapters in prestigious and/or well-received books.
- Other relevant evidence could include
 - a. Successful applications for research funding for research projects and other innovation work
 - b. Significant standing at national or international level in the candidate's discipline through one or more of the following:
 - c. Election to national or international societies;
 - d. Service on Government advisory bodies;
 - e. Involvement at a senior level in one or more professional bodies;
 - f. Receipt of academic honours such as prizes for research and/or innovation.
- For applicants seeking to renew appointment as Honorary Senior Lecturer for another 5 years, evidence of continued research and innovation productivity should be demonstrated, including but not limited to:
 - a. Continued publication of sole or jointly authored articles or papers in peer reviewed journals
 - b. Continued record of published peer reviewed conference proceedings.
 - c. Completion of major research reports as the outcomes of research projects or funded consultancies;

- d. Publication of sole or jointly authored chapters in prestigious and/or well-received books.

Review Panel

A Review Panel will consider all applicants and any supporting documentation and make a decision to either propose or reject the application. It will consist of:

- Head of the Discipline of General Practice
- Another University of Galway senior general practice academic
- Member of the Academic Promotions Committee
- External senior general practice academic

Academic Clinician Advancement Programme: Criteria and Assessment Form



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UNIVERSITY OF GALWAY

Academic Clinician Advancement Programme: Summary Evaluation Sheet

Criteria for the Evaluation of the Application:

Applications for promotion to Senior Lecturer will be assessed taking into account of performance in:

- Teaching
- Research and Innovation

Name of Candidate	
Application Category	
Discipline/School	
Date of Academic Clinician Advancement Programme Board Meeting	

<u>Criteria</u>	<u>Score</u>		<u>Comments</u>
Teaching, Educational Leadership and Contribution (max 50)	*	/50	
Research and Innovation (max 50)	*	/50	
Total Score		/150	

*(Double marks will be awarded in area of applicant's key contribution)

- A minimum score of 75 out of the total 150 marks available = 50% overall, must be achieved to be recommended for promotion to or retention at ***Honorary Senior Lecturer.***
- A minimum score of 105 out of the total 150 marks available = 70% overall, must be achieved to be recommended for promotion to or retention at ***Honorary Personal Professor.***
- A minimum score of 120 out of the total 150 marks available = 80% overall, must be achieved to be recommended for promotion to ***Honorary Professor.***

Recommend candidate for promotion (Yes/No)	
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Signed _____
(Chair of the ACAP Board)

Date: _____



Confidential

Individual Criteria Evaluation Sheet

Name of Candidate	
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Please tick the appropriate category where double marks may be awarded (please see applicant's application form for desired area):

Teaching, Learning & Assessment ☐

Research & Innovation ☐

Teaching		
Criteria	Score	Comments
Teacher role e.g. (max 30 possible with 5 students per annum, either in the past or a commitment to do so in the future) <u>Teaching activity:</u> <ul style="list-style-type: none">- Clinical, undergraduate, postgraduate <u>Teaching quality:</u> <ul style="list-style-type: none">- Teaching evaluation- Teaching innovation	/30	
Educational leader and contribution e.g. (max 20 possible with Trainer, CME Tutor or Scheme roles) <u>Educational leadership:</u> <ul style="list-style-type: none">- Leadership of undergraduate	/20	

<p>programme, undergraduate year, module or leadership in postgraduate training such as a GP Trainer, GP Scheme Director or CME Tutor.</p> <p><u>Educational Contribution:</u></p> <ul style="list-style-type: none"> - Involvement in training bodies, medical council accreditation, curriculum or assessment committees - Mentorship for undergraduates and/or postgraduates - Educational research <p>(max 20)</p>			
Total Score		/50	

Research and Innovation			
Criteria	Score		Comments
<p>Research/Scholarship publication and or commercialisation:</p> <ul style="list-style-type: none"> • <i>Completion of high quality practice audit, quality improvement or practice evaluation (15 marks)</i> • <i>continuing high-quality output of research publications in peer-reviewed journals, scholarly works, etc.;</i> • <i>Commercialisation of research outputs</i> <p>Research funding</p> <ul style="list-style-type: none"> • <i>successful applications for external research funding as principal and/or co-applicant</i> 		/30	

Research esteem <ul style="list-style-type: none"> <i>Evidence of significant standing at national or international level based on research expertise and productivity</i> <i>evidence of recognition of research quality and productivity by peers</i> (Max 30)			
Research leadership: <ol style="list-style-type: none"> <i>Leadership of active research/scholarship programmes;</i> <i>Supervision of MD or doctoral research programmes</i> Research contribution <ul style="list-style-type: none"> <i>Supervision (and/or mentoring) of research postgraduate and/or undergraduate students to successful completion of masters level or undergraduate research projects</i> <i>Organisation of research conferences e.g. Teachers in General Practice meeting, ICGP research meeting</i> <i>Active and continuing involvement in learned societies e.g. ICGP; funding agencies; journals, etc.;</i> <i>External examination of research thesis</i> 		/20	
Total Score		/50	

Total Overall Score: _____

Note:

- The board recognises the heterogeneity across disciplines, and where necessary and with the full agreement of the said Board, will apply the scoring criteria to take intelligent account of differences arising from the heterogeneity which for comparative purposes may be relevant to applicants.
- In assessing the quality of the application, the Board will be mindful of the contribution and output of the applicant to date, in the context of his or her career stage.

Signatures – Academic Clinician Advancement Programme (ACAP) for General Practitioners

Name of Candidate	
Date of ACAP Meeting	

Board member Signatures

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