Curriculum Vitae

[Title] [Given Name] [Family Name]

**[Professional Title]**

Note: Record level details are denoted only once for each section. If there are multiple subsections, please use the same format.

# A. Date Curriculum Vitae is Prepared: [Year Month Day]

# B. Biographical Information

Primary Office [Institution]  
 [Street Address]  
 [City], [Province], [County]  
 [Postal Code]  
Telephone [Telephone Number]  
Cellphone [Cell Phone Number]  
Fax [Fax Number]  
Email [Email Address]

## 1. EDUCATION

### Degrees

[Presented in reverse chronological order]

[Start – End Dates] [Degree], [Subject/Discipline], [Department], [Institution/Organization], [City], [Province/State], [Country]. Supervisor(s): [Supervisor(s)]

### Postgraduate, Research and Specialty Training

[Presented in reverse chronological order]

[Start – End Dates] [Title/Position], [Subject/Discipline], [Department/Program], [Institution/Organization], [City], [Province/State], [Country]. Supervisor(s): [Supervisor(s)]

### Qualifications, Certifications and Licenses

[Presented in reverse chronological order]

[Start – End Dates] [Title], [Specialty], [Institution/Organization], [City], [Province/State], [Country]. [License/ Membership Number]

## 2. EMPLOYMENT

### Current Appointments

[Presented in reverse chronological order]

[Start – End Dates] [Title/Position], [Division], [Department,] [Faculty/ School], [Institution/Organization], [City], [Province], [Country].

*Description.*

### Previous Appointments

#### CLINICAL

[Presented in reverse chronological order]

[Start – End Dates] [Title/Position], [Division], [Department,] [Faculty/ School], [Institution/Organization], [City], [Province], [Country].

*Description.*

#### CONSULTING

#### HOSPITAL

#### RESEARCH

#### UNIVERSITY

#### UNIVERSITY – CROSS APPOINTMENT

#### UNIVERSITY – RANK HISTORY

#### WORK INTERRUPTIONS

#### [OTHER POSITION TYPE]

## 3. HONOURS AND CAREER AWARDS

### Distinctions and Research Awards

#### INTERNATIONAL

Received

[Presented in reverse chronological order]

[Start – End Dates] **[Name of Award]**, [Role], [Institution/Organization], [City], [Province/ State], [Country]. ([Award Type], Specialty: [Specialty])

*Description. Total Amount: [Total Amount] [Currency]*

Nominated

[Presented in reverse chronological order]

[Start – End Dates] **[Name of Award]**, [Role], [Institution/ Organization], [City], [Province/ State], [Country]. ([Award Type], Specialty: [Specialty])

*Description. Total Amount: [Total Amount] [Currency]*

#### NATIONAL

Received

Nominated

#### PROVINCIAL/ REGIONAL

Received

Nominated

#### LOCAL

Received

Nominated

### Teaching Awards

#### INTERNATIONAL

Received

[Presented in reverse chronological order]

[Start – End Dates] **[Name of Award]**, [Role], [Division], [University Department], [Faculty], [Institution/Organization], [City], [Province/ State], [Country]. (Primary Audience, Year/Stage, Specialty: [Specialty])

*Description. Total Amount: [Total Amount] [Currency]*

Nominated

[Presented in reverse chronological order]

[Start – End Dates] **[Name of Award]**, [Role], [Division], [University Department], [Faculty], [Institution/ Organization], [City], [Province/ State], [Country]. (Primary Audience, Year/Stage, Specialty: [Specialty])

*Description. Total Amount: [Total Amount] [Currency]*

#### NATIONAL

Received

Nominated

#### PROVINCIAL/ REGIONAL

Received

Nominated

#### LOCAL

Received

Nominated

### Student/Trainee Awards

#### INTERNATIONAL

Received

[Presented in reverse chronological order]

[Start – End Dates] **[Name of Award]**, [Role], Awardee Name: [Student Name]. [Institution/ Organization], [City], [Province/ State], [Country]. [Specialty]

*Description. Total Amount: [Total Amount] [Currency]*

Nominated

[Presented in reverse chronological order]

[Start – End Dates] **[Name of Award]**, [Role], [Institution/ Organization], [City], [Province/ State], [Country]. [Award Type], [Specialty]

*Description. Total Amount: [Total Amount] [Currency]*

#### NATIONAL

Received

Nominated

#### PROVINCIAL/ REGIONAL

Received

Nominated

#### LOCAL

Received

Nominated

## 4. PROFESSIONAL AFFILIATIONS AND ACTIVITIES

### Professional Associations

[Presented in reverse chronological order]

[Start – End Dates] **[Role]**, [Association Name], [Membership Number]

### Administrative Activities

#### INTERNATIONAL

[Institution/Organization name]

[Presented in reverse chronological order]

[Start – End Dates] **[Role]**, [Committee Name], [Faculty], [University Department], [Division], [Primary Audience], [City], [Province], [Canada].

*Description.*

#### NATIONAL

#### PROVINCIAL / REGIONAL

#### LOCAL

### Peer Review Activities

#### ASSOCIATE OR SECTION EDITING

[Presented in reverse chronological order]

[Role]

[Start – End Dates] [Institution/ Organization], [Journal/Section], Number of Reviews: [Number of Reviews]

#### EDITORIAL BOARDS

#### GRANT REVIEWS

#### MANUSCRIPT REVIEWS

#### PRESENTATION REVIEWS

#### [OTHER ACTIVITY TYPE]

### Other Research and Professional Activities

#### RESEARCH PROJECT

[Presented in reverse chronological order]

[Start – End Dates] **[Role]**. [Title]. [Institution/ Organization], [City], [Province], [Country]. Supervisor(s): [Supervisor(s) Name]. Collaborators: [Collaborators Name]

[*Description*].

#### [OTHER ACTIVITY TYPE]

# C. Academic Profile

## 1. RESEARCH STATEMENTS

[Presented in reverse chronological order]

[Start – End Dates] [Title/Subject].

[Description].

[Impact].

## 2. TEACHING PHILOSOPHY

[Free text field]

## 3. CREATIVE PROFESSIONAL ACTIVITIES STATEMENT

[Introduction of CPA (free text field)]

# D. Research Funding

## 1. Grants, Contracts and Clinical Trials

### PEER-REVIEWED GRANTS

#### FUNDED

[Presented in reverse chronological order]

[Start – End Dates] **[Role]**. [Name of Grant]. [Funding Source]. [Funding Program Name]. [Grant/Account Number]. Principal Investigator: [Last Name, First Name(s)]. Collaborators: [Name(s)]. [Amount] [Currency]. [Funding Type]  
*Description*.

#### AWARDED BUT DECLINED

[Presented in reverse chronological order]

[Start – End Dates] **[Role]**. [Name of Grant]. [Funding Source]. [Funding Program Name]. [Grant/Account Number]. Principal Investigator: [Last Name, First Name(s)]. Collaborators: [Name(s)]. [Amount] [Currency]. [Funding Type]  
*Description*.

### NON-PEER-REVIEWED GRANTS

[Presented in reverse chronological order]

#### FUNDED

#### AWARDED BUT DECLINED

## 2. SALARY SUPPORT AND OTHER FUNDING

### Personal Salary Support [Presented in reverse chronological order]

[Start – End Dates] [Funding Title]. [Funding Source]. [Amount] [Currency]. [City], [Province], [Country].

### Trainee Salary Support

### Other Funding

# E. Publications

## 1. MOST SIGNIFICANT PUBLICATIONS

[Presented in reverse chronological order]

1. [Author(s) – ***CV holder’s name bolded***]. [Title of article]. [Journal name]. [Rest of citation]. [Status – *only if in press*]. Impact Factor [Impact Factor], (Trainee Publication, [Trainee Details] – *only if it is a trainee publication*). **[Role]**.  
     
   *Most significant publication details*.

## 2. PEER-REVIEWED PUBLICATIONS

### Journal Articles

[Presented in reverse chronological order]

1. [Author(s) – ***CV holder’s name bolded***]. [Title of article]. [Journal name]. [Rest of citation]. [Status – *only if in press*]. Impact Factor [Impact Factor], (Trainee Publication, [Trainee Details] – *only if it is a trainee publication*). **[Role]**.

### Case Reports

### Abstracts

### Books

### Books Edited

### Book Chapters

### Manuals

### Editorials

### Commentaries

### Letters to Editor

### Monographs

### Multimedia

### Other Publications

## 3. NON-PEER-REVIEWED PUBLICATIONS

[Same as Peer-Reviewed Publications]

### Journal Articles

### Case Reports

### Abstracts

### Books

### Books Edited

### Book Chapters

### Manuals

### Editorials

### Commentaries

### Letters to Editor

### Monographs

### Multimedia

### Other Publications

## 4. SUBMITTED PUBLICATIONS

[Same as Peer-Reviewed Publications]

### Journal Articles

### Case Reports

### Abstracts

### Books

### Books Edited

### Book Chapters

### Manuals

### Editorials

### Commentaries

### Letters to Editor

### Monographs

### Multimedia

### Other Publications

# F. Patents and Copyrights

[Presented in reverse chronological order]

[Date] [Title], [Patent/Copyright Type], [Brief Description] [Status], [Patent/Copyright #], [Country], [Joint Holder Names]

# G. Presentations and Special Lectures

## 1. International

**Abstracts and Other Papers**

[Presented in reverse chronological order]

[Date] **[Role]**. [Title]. [Organizer]. [City], [Province], [Country]. Presenter(s): Name(s). [Rest of Citation]. (Trainee Presentation – *only if it is a trainee presentation*)

### Invited Lectures and Presentations

### Media Appearances

### Other Presentations

## 2. National

### Abstracts and Other Papers

### Invited Lectures and Presentations

### Media Appearances

### Other Presentations

## 3. Provincial/ Regional

### Abstracts and Other Papers

### Invited Lectures and Presentations

### Media Appearances

### Other Presentations

## 4. Local

### Abstracts and Other Papers

### Invited Lectures and Presentations

### Media Appearances

### Other Presentations

# H. Teaching and Design

*Please see the Teaching and Educational Report for full details.*

[Introduction to Teaching and Education Report]

## 1. Innovations and Development in Teaching and Education

[Presented in reverse chronological order]

[Start – End Dates] [Title], [Primary Audience], [University Department], [Division], [Institution/ Organization]  
*[Description].  
[Impact].*

# I. Research Supervision

## 1. Multilevel Education

[Presented in reverse chronological order]

[Start – End Dates] **[Role]**, [Name of Student], Student's Current Position: [Student's Current Position], Student's Current Institution: [Student's Current Institution] . [Year/ Stage], *[Research Project Title].* Awards: [Student’s Awards Attained]. Collaborators: [Collaborators]. Completed [Year Completed].

## 2. Graduate Education

## 3. Undergraduate MD

## 4. Postgraduate MD

## 5. Continuing Education

## 6. Faculty Development

## 7. Patient and Public Education

# J. Creative Professional Activities

## 1. Professional Innovation and Creative Excellence [Presented in reverse chronological order]

[Start – End Dates] [Title],   
[Description]   
[Impact]

## 2. Contributions to the Development of Professional Practices

## 3. Exemplary Professional Practice