Procedure for resident submission of case reports and research proposals to the scholarly activity committee for review and feedback

The scholarly activity committee meets on the 3rd Monday of the following months:
1. September
2. November
3. January
4. March
5. May
6. And additionally, the 2nd Monday of December

Any resident who would like the committee to review their case report and/or research project must submit their write-up (see format below) to the program coordinator at least 2 weeks prior to a scheduled meeting.

Depending on volume, the write-up will be reviewed by either one or all of the committee members and presented and discussed at the next committee meeting. Review will include critique of format, grammar, literature review, study design, statistics, etc.

The resident will receive verbal feedback from a committee member following review.
Case Report/Research project:

Title:

Authors:

Faculty Mentor:

Brief description of the case/research project:

1) Introduction/Literature review

2) Case history/description or research methodology

3) Results and Discussion

4) Conclusions/recommendations