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The **ObGyn Individual Development Plan (IDP)** is applicable for all faculty tracks and rank. Consider it a communication tool between mentee and mentor. It can function as a living document that can be revisited and updated as needed to reflect changes in career goals.

**Individual Development Plan**

**1. Name:**

**2. Date range:**

**3. Academic Series (CHS, CT, Tenure):**

**4. Academic rank (Assistant, Associate, Full Professor):**

**5. Review your Academic Series requirements as needed** (see Promotional Guidelines for Series/Rank on the [UW SMPH Intranet](https://intranet.med.wisc.edu/faculty-affairs-and-development/overview-of-faculty-tracks/appointment-and-promotion/))

**4. Identify Personal and Institutional Long Term Goals**

*What do you personally hope to accomplish in your career?*

*List other goals discussed with Department Chair/Division Director*

*Identify personal short term goals (3-5 years)*

**5. Areas of Focus: Definition and Distribution of Effort**

The following five areas of focus generally describe the areas where faculty direct their efforts to successfully accomplish their personal, institutional and academic series goals. Faculty in ObGyn have varying roles and responsibilities. Focus only on your development needs in areas pertinent to your career.

1. **Teaching—Excellence in Education**  
   Training medical students, residents, fellows, other clinical and/or public health learners. Student teaching, training in research methods, student advising, CME/curriculum teaching /involvement, new course development, etc.
2. **Research—Excellence in Research**Conducting basic science and/or clinical research, presentations and publications, funding and grant support and application, copyrights and patents, editing, and peer review. Pursuing high quality research anywhere along the continuum from basic, clinical, translational, and population approaches
3. **Clinical Care—State-of-the-Art Clinical Care**

Provision of care to patients, clinical care, and/or public health activities, chart reviews, related clinical activities, clinical budget performance

1. **Service—Leadership and Program Development**  
   Participation or leadership in governance, committee membership, collegial activities. Suggested service priority: Department, SOM, University, Professional, Community, Program leadership which advances the missions of the SMPH
2. **Self Development—Networking, Work/Life Balance and Additional Mentors**Faculty Development activities, leadership programs, CME training, earning advanced degrees, participation in professional academic associations or societies, developing professional contacts, consulting in one’s field, expanding network contacts, balancing work and personal life activities, utilizing additional mentors in specific areas of focus.

**Distribution of Effort:** Estimate the hours per week spent in each focus area and then list the % of total duties. Only complete the areas that apply. Otherwise list N/A

|  |  |  |
| --- | --- | --- |
| Focus Area | # Hours/Week | % of Total Duties |
| Teaching |  |  |
| Research |  |  |
| Clinical Care |  |  |
| Service |  |  |
| Self-Development |  |  |
| Total |  |  |

**6. Specific Goals in Focus Areas**

Complete the focus areas that specifically apply to the criteria for your Academic Series and therefore will help you accomplish your personal and institutional long-term goals. Other focus areas may not apply to your career goals and can be left blank or labeled non-applicable (N/A).

**TEACHING**

Please list recent goal(s) and significant accomplishments (teaching appointments, invitations, course or program improvements, etc.). If goal not met, explain and identify barriers.

*Recent teaching goals and significant accomplishments:*

*Short term (6-12 month) teaching goal(s):*

*Identify resources, collaborators, and time commitment needed to achieve goal(s):*

*Identify potential barriers to achieve new goal(s):*

**RESEARCH AND RESEARCH-RELATED ACTIVTIES**

Please list recent goal(s) and significant accomplishments (major publications, grants, presentations, invitations, etc.). If goal not met, explain and identify barriers.

*Recent research goals and significant accomplishments:*

*Short term (6-12 month) research goal(s):*

*Identify resources, collaborators, and time commitment needed to achieve goal(s):*

*Identify potential barriers to achieve new goal(s):*

**CLINICAL CARE**

Please list recent goal(s) and significant accomplishments (exceptional patient care, development of new techniques, clinical programs, etc.). If goal not met, explain and identify barriers.

*Recent clinical goals and significant accomplishments:*

*Short term (6-12 month) clinical goal(s):*

*Identify resources, collaborators, and time commitment needed to achieve goal(s):*

*Identify potential barriers to achieve new goal(s):*

**SERVICE/LEADERSHIP**

Please list recent service/leadership goal(s) and significant accomplishments. If goal not met, explain and identify barriers.

*Recent service goals and significant accomplishments:*

*Short term (6-12 month) service/leadership goal(s)*

*Identify resources, collaborators, and time commitment needed to achieve goal(s):*

*Identify potential barriers to achieve new goal(s):*

**SELF-DEVELOPMENT**

Please list recent goal(s) and significant accomplishments. If goal not met, explain and identify barriers.

*Recent self-development goals and significant accomplishments:*

*Short term (6-12 month) self-development goal(s):*

*Identify resources, collaborators, and time commitment needed to achieve goal(s):*

*Identify potential barriers to achieve new goal(s):*

**7. Optimal Distribution of Effort**

Revisit the table, “Distribution of Effort,” in step 5. Create a new Optimal Distribution of Effort table, taking into account your specific goals listed in step 6.

|  |  |  |
| --- | --- | --- |
| Focus Area | # Hours/Week | % of Total Duties |
| Teaching |  |  |
| Research |  |  |
| Clinical Care |  |  |
| Service |  |  |
| Self-Development |  |  |
| Total |  |  |

**\***Adapted from IDP form presented by Russell G. Robertson MD, Medical College of Wisconsin, 2004 AAMC Faculty Affairs Professional Development Conference. Accessed 5/15/10 at: www.ucdmc.ucdavis.edu/facultydev/docs/NewCareerMntrgIDP.rtf.