

**Sara Tariq, M.D.**

Clinical Educator Pathway

Summary of Major Activities

- I. Clinical/Patient Care (20%)**
  - a. Outpatient Clinical Services
    - Internal Medicine South- 2 - ½ days per week
  - b. Total Charges
  
- II. Education (27%)- 13 hours/week total**
  - a. Course Co-Director Practice of Medicine II- *6 hours/week*
  - b. Course Director, Harmony Clinic Longitudinal Senior Elective  
*1 hour/week*
  - c. POM II Practice Based Learning Preceptor – *22 hours/year*
  - d. POM II Clinical Preceptor- *18 hours/year*
  - e. Curriculum Planning/Development- *4 hours/week*
  - f. MASTERS Communication Workshop- *8 hours/month*
  - g. Talks given for CDA, other pre-clinical courses, GME, etc.- *1 hour/week*
  - h. Number of lectures given- 41
  - i. Published COM Curricula (Cases)- 27
  - j. New curricula created/organized- 15
  
- III. Administration (53%)- 26 hours/week total**
  - a. Assistant Dean, Undergraduate Clinical Education
    - i. Oversee the Junior Clerkships (14 total)- *6 hours/week*

1. Chair monthly meetings
  2. Assist with process/O2 curriculum database- work with the M3-M4 coordinator weekly
  3. Help the organize and run the annual clerkship quality improvement process
  4. Analyze data from AAMC Mission Management Tool and Graduate Questionnaire as it relates to clinical years and feedback to the clerkships- oversee improvement plans
  5. Plan and hold 4 quarterly class meetings, 2- day junior bootcamp and orientation
- ii. Senior Courses - *2 hours/week*
- a. Oversee Step 2 CS prep program, monitor pass rates
  - b. Help address and solve grading/evaluation lapses
  - c. Work with M3-M4 coordinator on weekly basis to address issues as they arise
  - d. Plan and run biannual meeting with senior class
- iii. NW Campus Coordination- *1 hour/week*
1. With the help of NW Assoc Dean and Coordinator, work to ensure issues related to NW campus are addressed in timely manner
- iv. Student Affairs Work- *6 hours/week*
1. Advise/mentor approx. 15 students/week for 15-30 min wither in person or via email
- v. Academic House Program- *3 hours/week*

1. Run weekly organizational meeting
2. Help fill in gaps and organize topics for events
- vi. Medical Director, Center for Clinical Skills Education- *1 hour/week*
- vii. Committee Leadership- *1hour/week*
- viii. Plan, organize and run the annual COM Teach the Teacher Conference- *1 hour/week*
- ix. Committee Participation- *5 hours/week*

**IV. Research (0%)- *2 hours/week* (since 2010)**

- a. Peer Reviewed articles- 6
- b. Presentations
  - i. Podium/Workshops- 55
  - ii. Abstracts- 1
  - iii. Posters- 11
- c. Research Honors and Awards- 1
- d. Educational Products (videos)- 9
- e. Book chapters- 1
- f. National Guidelines contributed- 1
- g. Current Grants- 1
- h. Past Grants- 15