 **Template:**

Resident/Fellow

Scholarly Activity Email

Dear Dr. \_\_\_\_,

Each year we will need to update the ACGME on your scholarly activity. Scholarly activity is a broadly-defined body of work that goes beyond publication of research articles.

If you could answer the questions below, this will help us with this year’s update.

In 20\_\_-20\_\_ *(for all questions below, if you answer yes, please provide the details of the activity):*

1. Approximately how many conference presentations (at least 30 minutes) have you provided this past year
2. Did you present any abstracts, posters or podium presentations at an international, national or regional meeting?
3. Did you participate in funded or non-funded basic science or clinical outcomes reaches project during the previous academic year?
4. How many articles did you participate in that were published?

We need to collate this information for our annual report which is due \_\_\_. We would appreciate it if you could return this to the department by \_\_\_.

Thank you