

Recommendation Requirements

Full-Time Clinical Faculty Appointments

When a recommendation for a GFT appointment comes to the dean, the package must include the following:

1. Letter of recommendation from the Discipline Chair that includes:
 - Effective start date
 - Rank
 - If the position is a new expansion position or a replacement (name of the person who is being replaced).
 - FOAPL (if expansion, add 300016 at the end of the FOAPL)
 - Whether the appointment is MPA or PMC
2. Letter of agreement from candidate, indicating that all proposed terms and conditions are acceptable
3. A copy of the Letter of Offer that the Discipline Chair has sent to the candidate.
4. An up-to-date CV for the candidate
5. Three letters of reference relating to the academic appointment
6. Terms and Conditions of Appointment
7. Letter from MPA (if applicable) confirming that the candidate has had the appropriate discussions relating to their membership in MPA as a result of a full-time academic appointment.
8. Letter from Eastern Health (or relevant Health Authority) indicating their support of the appointment.