



SCHOOL OF  
MEDICINE

Department of Medicine  
Chairman's Office

**Date:** 10/1/11

**Effective Date:** 10/1/2011

**To:** DOM Division Directors  
DOM Division Administrators

**From:** Seth Landefeld, MD

**Re:** Faculty Recruitment

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In an effort to enhance programmatic growth and promote interdisciplinary collaborative interactions as well as to better utilize our resources, the DOM is enacting the following policy immediately:

Before any proposed faculty candidate is brought in for an initial visit to UAB, please email the CV of the candidate, a short explanation of how the candidate was identified and how he or she would complement your division as follows:

- If the proposed candidate is primarily research track, please email the information listed above to Dr. Anupam Agarwal – Vice Chair for Research
- If the proposed candidate is primarily clinical, please email the information listed above to Dr. Robert Bourge – Vice Chair for Clinical Affairs & Development

Feedback and approval for the visit will be provided to you within 48 hours of submission. This feedback will include, but may not be limited to, a list of suggested meetings for the candidate while on site.

Reimbursement for expenses will not be approved if a candidate is brought to UAB without preapproval.

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