### Post-Residency Research Track Pathway

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<th>Year (7/1-6/30)</th>
<th>Training Program Requirements to be performed by the trainee</th>
<th>Date completed</th>
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| -1 (Before the two-year research block starts) | Initial meeting with the Program Director and Co-Director.  
  - It is your responsibility to set this meeting up. This can be done via phone conference or Skype if a face-to-face meeting is impractical, for example if you are currently in residency training somewhere else in the country.  
  - We will review the research training program and give advice to help you plan your time effectively. | |
|                  | Meet with program faculty to learn about the various research opportunities available.  
  - It is your responsibility to contact the faculty to arrange these meetings.  
  - Again, this can be done via phone conference or Skype, if needed. | |
|                  | Decide on your Primary Research Mentor, any co-mentors, and the general concept of your research project.  
  - Submit the name of the mentor(s) and the preliminary title of your research project to the Program Director via email. | |
|                  | Write a Research Proposal and select your Individual Research Committee members.  
  - Submit both to the Program Director via email.  
  - The program Director will respond if the committee is approved or provide feedback if changes are recommended, after discussions with the Research Advisory Committee.  
  - It is your responsibility to ask each committee member whether they are willing to participate.  
  - Email your Research Proposal to each committee member. | |
|                  | Select your Secondary Clinician-Scientist Mentor and meet with him/her at least once this year.  
  - Use this meeting as an opportunity to learn how to manage a career as a clinician-scientist.  
  - Email the name of your secondary clinician-scientist mentor and the date of your meeting to the Program Director. | |
|                  | Make your oral Research Proposal presentation to your research committee. | |
- It is your responsibility to schedule this meeting. If you are not at Stanford before your research block started, you can delay this until the first month of your research block.
- They will have already read your written Research Proposal.
- You should record the feedback you get from your committee.
- The committee can respond by either approving your project, requiring minor changes without need for another presentation, or requiring major changes with re-presentation.
- Email the feedback and point-by-point responses describing how you plan to proceed to your committee members and the Program Director within 7 days.
- Follow through with what you said you will do in your responses by re-writing your proposal and representing to your research committee as necessary.

**Formal approval of your research proposal.**
- This is expected to be obtained before starting your two-year research block, unless the trainee is not at Stanford before the research block starts.

**Use any additional time you have to get ready for your research experience**
- Be excited to start research immediately on 7/1 of next year!
- Do all animal training, online safety classes, etc.
- Get your project IRB/IACUC protocol approved, or get added to your mentor’s IRB/IACUC protocol, as needed.
- Accrue the materials you will need for your project (transgenic mice, antibodies, constructs, etc.).

Submit this checklist to Program Director by 6/30.

### 1 (Research)

- Meet with the program director and co-director once this year to discuss your progress and future plans.
  - The meeting should be before 5/31.

- Take class: Responsible Conduct of Research class.
  - Email your certification to the Program Director.

- Take class: The Cochlea and Vestibular System: Development, Function, and Disease.

- Present in Friday morning seminar at least one time
| 1 | Meet with your research committee twice this year and give an oral Progress Report.  
   o One meeting should be before 11/30 and the other before 5/31.  
   o At least one week before each meeting, email a written Progress Report to each committee member and the Program Director.  
   o You should record the feedback you get from your committee.  
   o Email the feedback and point-by-point responses describing how you plan to proceed to your committee members and the Program Director within 7 days. |
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<td>2</td>
<td>Meet with your secondary clinician-scientist mentor at least once this year for mentoring discussions.</td>
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| 3 | Meet with the program director and co-director once this year to discuss your progress and future plans.  
   o The meeting should be before 5/31. |
| 4 | Present in Friday morning seminar at least one time. |
| 5 | Meet with your research committee twice this year and give an oral Progress Report.  
   o One meeting should be before 11/30 and the other before 5/31.  
   o At least one week before each meeting, email a written Progress Report to each committee member and the Program Director.  
   o You should record the feedback you get from your committee.  
   o Email the feedback and point-by-point responses describing how you plan to proceed to your committee members and the Program Director within 7 days. |
| 6 | Meet with your secondary clinician-scientist mentor at least once this year for mentoring discussions. |
| 7 | Submit this checklist to Program Director by 6/30. |
| 8 | Meet with the program director and co-director once this year to discuss your progress and future plans.  
   o The meeting should be before 5/31. |
| 9 | (if present, i.e. doing a clinical fellowship) Meet with the program director and co-director once this year to discuss your progress and future plans.  
   o The meeting should be before 5/31. |
Meet with your research committee once this year and give an oral Final Report.
- The meeting should be before 5/31.
- At least one week before the meeting, email a written Final Report to each committee member and the Program Director.
- You should record the feedback you get from your committee.
- Email the feedback and point-by-point responses describing how you plan to proceed to your committee members and the Program Director within 7 days.

Meet with your secondary clinician-scientist mentor at least once this year for mentoring discussions.

Submit this checklist to Program Director by 6/30.