



# San Antonio Uniformed Services Health Education Consortium San Antonio, Texas

## Graduation Paper Policy

### Background:

Because of major differences in structure among SAUSHEC's accredited GME programs, the SAUSHEC Executive Committee provides program directors with wide latitude in scoring and approving residents' graduation papers. The expectations of residents completing a 12-month Transitional Year residency differ greatly from those of fellows enrolled in 2-3 year programs with 12-18 months of protected research time. Despite the differences, SAUSHEC considers each resident's participation in a scholarly project a prerequisite to graduation.

### I. The Graduation Paper may be in any of the following categories:

- A. Original Research (includes bench lab, animal, basic clinical or clinical epidemiologic)
- B. Case Report
- C. Literature Review
- D. Medical threat assessment
- E. Community or patient care system survey/needs assessment/QI project
- F. Development of a teaching tool or education module
- G. Readiness or Military Medicine clinical or educational analysis

### II. The Graduation Paper must meet the following requirements:

- A. Approval of project by training program director.
- B. Approval by appropriate committees (IRB or IACUC) of original research protocols.
- C. Research/library work should be performed during residency training years. The paper may continue a project started during medical school or a prior assignment if the majority of work occurs during the current residency.
- D. Graduating resident should be a major contributor to projects with multiple co-investigators i.e. should be a contributor of at least 30% of the total project for original research and at least 50% of the total project for other categories. With the exception of major research projects, only one resident should work on each paper.
- E. The paper should be based upon a completed work or pilot study. Written proposals for a project are inadequate and do not satisfy the requirement.

F. The majority of project should be performed in a military hospital or health care setting. Exceptions must be approved by program director.

### **III. Manuscript Guidelines:**

A. Paper should be written in compliance with standard manuscript submission requirements described by biomedical journals.

B. Papers should generally include a literature review that demonstrates competency in Practice Based Learning and Improvement (i.e. the ability to obtain, interpret and utilize complete and up to date literature on a medical topic). The author should describe how he/she conducted the literature review. Papers listing fewer than five references will be carefully scrutinized for the method used for literature review.

C. Minimum length of paper is 3 single-spaced typed pages with font size no greater than 11. Anything less likely reflects poor resident effort and should be carefully evaluated for substance and quality to determine if adequate effort has gone into the project.

D. Quality of written report to include figures, tables, and illustrations should be suitable for submission for publication. Papers with spelling and grammatical errors or in need of significant revision for clarity of presentation should be returned to the author for revision, before being approved to have met the graduation requirement.

### **IV. Review of Papers Submitted for SAUSHEC Graduation Paper Requirement:**

A. Paper must be submitted to the program director no later than 30 April of the resident's graduation year. Consequences of not completing the graduation paper in a timely manner are outlined in the GME Policy Manual and may include probation, extension of training or termination without graduation from the training program.

B. Program director or his/her designee(s) will score the paper using the score sheet (below). Each paper submitted must score 60 or greater to meet the graduation requirement.

C. One copy of the research paper and evaluation score sheet will be maintained by the program director in the resident's training folder.

D. A list of names of residents not completing graduation paper requirements will be provided by the program director to the Graduate Medical Education office no later than the 1<sup>st</sup> week in May.

# SAUSHEC GRADUATION PAPER

**Resident:** \_\_\_\_\_

										<u>Score</u>	
<b>1. Originality of project (10 pts)</b>											
1	2	3	4	5	6	7	8	9	10	_____	
Comments:											
<b>2. Review/Discussion of Literature /Quality of Introduction (10 pts)</b>											
1	2	3	4	5	6	7	8	9	10	_____	
Comments:											
<b>3. Design of Clinical or Animal Research/Case Report/Education project/ Chart or Subject Review (10 pts)</b>											
1	2	3	4	5	6	7	8	9	10	_____	
Comments:											
<b>4. Data Analysis/Results/Graphics (20 pts)</b>											
1	2	3	4	5	6	7	8	9	10		
11	12	13	14	15	16	17	18	19	20	_____	
Comments:											
<b>5. Quality of Discussion (20 pts)</b>											
1	2	3	4	5	6	7	8	9	10		
11	12	13	14	15	16	17	18	19	20	_____	
Comments:											
<b>6. Effort required to design and execute Study/Project (10 pts)</b>											
1	2	3	4	5	6	7	8	9	10	_____	
Comments:											
<b>7. Scientific/Academic merit/significance of project (10 pts)</b>											
1	2	3	4	5	6	7	8	9	10	_____	
Comments:											
<b>8. Style (Sentence structure/grammar/clarity of thought) (10 pts)</b>											
1	2	3	4	5	6	7	8	9	10	_____	
Comments:											
										<b>TOTAL =</b>	_____

**PROGRAM DIRECTOR:** \_\_\_\_\_  
Signature
Date