



April 17, 2026

REFEREE

I am writing to request your assistance in the evaluation of Dr. **NAME**, whom the Department of **DEPARTMENT** at the Tulane University School of Medicine is considering for **appointment/promotion** to the rank of **RANK** on the Clinical Professor of Practice Track.

This track is designed for accomplished community-based clinicians who will devote more than 90% of their professional effort to clinical service and related activities. Appointment and advancement on this track is based primarily on excellence in clinical practice, professionalism, and demonstrable impact on patient care and the discipline.. Scholarship is not expected or required for this track.

You have been identified as a respected clinician and leader in your field, and we seek your independent, candid, and objective assessment of Dr. **NAME**'s contributions and standing as a clinician. In particular, we ask that your evaluation focus on the quality, significance, and impact of the candidate's clinical care and professional activities.

For your reference, Tulane University School of Medicine's criteria for appointment and promotion on the Clinical Professor of Practice Track are available [here](#).

We would appreciate your comments on the following areas:

- Contextualize your professional relationship with the candidate, including the duration and nature of your interactions (e.g., Medical Director, colleague, referral relationship, trainee, collaborator).
- Your assessment of the candidate's clinical skills and quality of care, including diagnostic acumen, clinical judgment, professionalism, and effectiveness in patient management.
- The significance and impact of the candidate's clinical achievements, including leadership in clinical care, development or implementation of effective or innovative models of care, referral patterns, consultation activity, quality metrics, or recognition for clinical excellence—particularly in comparison with peers at a similar career stage.
- The candidate's local, regional, or broader reputation as a clinician within their specialty.
- Assess how the candidate's clinical achievements, quality of care, and professional impact compare with those of other clinicians at a similar career stage within their specialty.
- A brief summary of your own background and qualifications as they relate to providing this evaluation.

External evaluations are a critical component of our faculty appointment and promotion process, and your thoughtful input will be given significant weight. We would be grateful to receive your letter by **DATE**\_\_\_\_\_.

Please feel free to submit your signed letter electronically as a PDF to **EMAIL**\_\_\_\_. If you are unable to complete this review by the requested date, or if you have any questions about the process, I would appreciate hearing from you.

Thank you for your time and consideration.

Sincerely,

**CHAIR**