

## **Service Portfolio**

### **John Doe, MD, PhD**

#### **1. Current Administrative/Clinical Appointments**

- a. Chief, Section of Geriatrics, Atlanta VA Medical Center, 2011 - present  
In this role, I oversee the geriatric section at the Atlanta VA Medical Center. I oversee 50 staff members, 25 learners as well as 8 full time faculty members.

#### **2. Clinical Service Contributions**

- a. Medical Ward Attending, Atlanta VA Medical Center, 75% of the year, 2009 - present
- b. Reorganized and assumed chief of service for geriatric section at Atlanta VAMC, 2009 - present
- c. Established a new laboratory, Atlanta VA Medical Center, 2011
- d. Clinical note template development, Atlanta VAMC, 2015

#### **3. Society Memberships**

- a. Society of Geriatric Medicine, 2001 – present
- b. Fellow, American College of Physicians, 2004
- c. American Medical Association, 2005 – 2015
- d. Society of Geriatric Pathology, 2010 - present

#### **4. Committee Memberships**

- a. National and International
  - i. Centers for Disease Control and Prevention: Severe Acute Respiratory Syndrome (SARS) Clinical Working Group, 2011 - present
  - ii. Member, Academic Taskforce, Society of General Internal Medicine, 2012 – present
- b. Regional
  - i. Member, Steering Committee, Southeast Center of Excellence in Geriatric Medicine, 2014 – present
- c. Institutional
  - i. Member, Ethics Committee, University of North Carolina, 2002 – 2004
  - ii. Chair, Department of Medicine Mentoring Subcommittee, 2007- 2009
  - iii. Member, Information Technology Council, Atlanta VA Medical Center 2008-2010

- iv. Member, Pharmacy and Therapeutic Committee, Atlanta VA Medical Center, 2008 - present
- v. Member, School of Medicine Faculty Development Advisory Committee, 2015 - present

## 5. Peer Review Activities

### a. Grants

#### i. National and International

- 1. National American College of Physicians, 2013

#### ii. Regional

- 1. American College of Physicians, Georgia Chapter, 2012 - present

### b. Manuscripts

- i. *JAMA*, 2008 – 2012

- ii. *American Journal of Geriatric Medicine*, 2011 – present

- iii. *Geriatric Medicine in America*, 2012 - present

### c. Conference Abstracts

#### i. National and International

- 1. American Geriatrics Society, Annual Scientific Meeting, Abstract Reviewer, 2013 – present

#### ii. Regional

- 1. Georgia Chapter, American Geriatrics Society, Annual Scientific Meeting, Abstract Reviewer, 2010 - present

## 6. Editorships and Editorial Boards

Editorial Board, *Journal of Geriatric Research*, 2014 - present

## 7. Organization of Conferences

### a. National and International

#### i. Administrative Positions:

Chair, American Society for Geriatric Medicine, Organizing Committee, Annual Society Meeting, 2010 - 2012

Member, Organizing Committee, Annual Meeting of the Society of Geriatric Pathology,

*Please note this sample is not a comprehensive document and is only to be used as a guide.  
Non-applicable sections have been removed and the document renumbered accordingly.*

2016 – present

- ii. Sessions as Chair:  
Chair, 18th Annual Comprehensive Board Review in Medicine, 2016

b. Regional

Administrative Positions:

Course Co-Director, Planning Committee, Georgia Chapter American Geriatrics Society,  
Annual Meeting, 2013 – 2015

Course Director, Planning Committee, Georgia Chapter American Geriatrics Society,  
Annual Meeting, 2015 - present

c. Institutional

- i. Administrative Positions:

Member, Planning Committee, Department of Medicine Fellow's Teaching Competition,  
2013 - present

- ii. Sessions as Chair:

Co-Chair, Department of Medicine Fellow's Teaching Competition, 2016

**8. Service Related Honors and Awards**

Community Service Award, American College of Physicians, Georgia Chapter, 2012  
*Awarded in recognition of my outstanding work in the community.*

**9. Community Outreach**

a. General

Emory University School of Medicine Community Service Day, 2010 - present

Atlanta Community Food Bank Hunger Walk, 2013 – present

Atlanta Area Meals on Wheels Volunteer, 2015

Periodic Health Fairs, Screening, and Health Promotion, Health Counsel Antioch Baptist  
Church, Atlanta, GA, 2015 – present

b. Media Appearances

*WSBTV News – “Common Cold vs The Flu”, January 2008*

*NPR Radio – “Common Cold vs The Flu”, February 2008*