Group Teaching Declaration Form

We hereby agree that our shared teaching contributions within the **MD Undergraduate Program** and **Postgraduate Programs** will be tracked by the UBC Faculty of Medicine as a group as detailed below.

This declaration is valid beginning \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, until cancelled in writing to the appropriate department/site.

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| *Please provide group details, such as department, unit/site, and whether this arrangement applies to teaching with patient care only or all types of teaching:*  |
| **Primary Contact Name:** |
| **Primary Contact Email:**  |
| **Primary Contact Phone:** |

We acknowledge and understand that:

* All teachers, regardless of their appointment type (e.g. clinical faculty, full-time faculty, adjunct) or eligibility for additional compensation by UBC, will have their teaching contributions tracked individually. The unit allocation, as outlined in the [*Clinical Faculty Compensation Terms for Teaching in the MD Undergraduate and Post graduate Programs*](http://www.med.ubc.ca/files/2015/07/Compensation-Terms-for-Clinical-Faculty-Teaching-in-the-MD-Undergraduate-and-Postgraduate-Programs.pdf)*,* applies for all appointment types and will be split by the participants of the group. Those eligible for payment will be compensated for their portion of the unit(s) / session(s) delivered.
* This declaration does not detail payment instructions. Teachers should contact their department/site for information regarding payment instructions.
* The units, hours, and/or sessions tracked in TTPS as a result of this arrangement act as a record of teaching. This record may be used for other administrative functions, such as promotion.

The obligation of the group is to:

* Indicate how teaching should be split amongst group members.
* Notify UBC department in writing of any changes to group participants or allocation of percentage of teaching contribution.

Signature Page

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| **First Name, Last Name (please print)** | **UBC Appointment Type** | **Signature** | **Date** | **% of Teaching Contribution** |
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