

NEW HIRES

New Hire Type	Status	Track	Proposed Rank	Department Responsibilities		Candidate Submits							Department Submits		
				New position request (Sinai Cloud)	Initiates Appointment Process in Sinai Central APT Tracker	CV	Intellectual Property Assignment Agreement	Affidavit And Acknowledgment of Policies	Oath of Allegiance	Track Specific Addendum*	# of Top Publications	# Reviewers to Suggest for Review List	Chair Statement**		
Salaried	Full-time	Instructor		x	x	x	x	x	x				x		
		Clinical Practice and/or Administrative Leadership (Non-Tenured Track)	Assistant Professor	x	x	x	x	x	x					x	
			Associate Professor	x	x	x	x	x	x	x		6		x	
			Professor	x	x	x	x	x	x	x		10		x	
		Clinician Educator or Scientist Educator	Assistant Professor	x	x	x	x	x	x					x	
			Associate Professor	x	x	x	x	x	x	x	Non-tenure: 3 Tenure: 5	Non-tenure: 10 Tenure: 15		x	
			Professor	x	x	x	x	x	x	x	5	15		x	
		Research	Assistant Professor	x	x	x	x	x	x					x	
			Associate Professor	x	x	x	x	x	x		Non-tenure: 3 Tenure: 5	Non-tenure: 6 Tenure: 15		x	
			Professor	x	x	x	x	x	x		5	Non-tenure: 10 Tenure: 15		x	
		Investigator	Assistant Professor	x	x	x	x	x	x					x	
			Associate Professor	x	x	x	x	x	x		Non-tenure: 3 Tenure: 5	15		x	
	Professor		x	x	x	x	x	x		5	15		x		
	Part-time (no tracks)	Sole/ Mult Employer PT	Clinical Instructor	x	x	x	x	x	x					x	
			Assistant Clinical Professor	x	x	x	x	x	x					x	
			Associate Clinical Professor	x	x	x	x	x	x			5		x	
		Career PT/ PT Researcher	Clinical Professor	x	x	x	x	x	x		5	10		x	
			Instructor	x	x	x	x	x	x					x	
Assistant Professor			x	x	x	x	x	x					x		
Non-salaried	Voluntary	N/A	Clinical Professor	x	x	x	x	x	x					x	
			Associate Professor	x	x	x	x	x	x			5		x	
			Assistant Clinical Professor	x	x	x	x	x	x					x	
			Clinical Instructor	x	x	x	x	x	x					x	
	Adjunct	N/A	Adjunct Assistant Professor	x	x	x	x	x	x	x				x	
			Adjunct Associate Professor	x	x	x	x	x	x	x				x	
			Adjunct Professor	x	x	x	x	x	x	x				x	
			Clinical Professor	submit pending worker request in Cloud	x	x	x	x	x	x		5	10		x
			Associate Clinical Professor	submit pending worker request in Cloud	x	x	x	x	x	x			5		x
			Assistant Clinical Professor	submit pending worker request in Cloud	x	x	x	x	x	x					x

*Includes the Clinical Practice Information Addendum for the CPAL Track or the Clinician Educator OR Scientist Educator Track Information Addendum for the CESE Track

**No Offer Letter should be attached with submission