Scholarly Achievement Awards for Residents and Fellows Policy #0.25

I. Purpose

The Kansas City University (KCU) Graduate Medical Education (GME) Consortium recognizes and promotes scholarly achievement among residents and fellows.

This policy establishes a standardized award program to recognize residents and fellows who demonstrate scholarly achievement through publications and presentations of scholarly work.

The award recognizes scholarly merit and is not intended to reimburse travel, publication, conference registration, or other operational expenses.

II. Policy

KCU GME may provide a Scholarly Achievement Award of up to $500 to eligible residents and fellows who meet the requirements of this policy. Awards are allocated according to the following tiered structure:

Tier	Award	Qualifying Scholarly Achievement
Tier 1	**$500**	• First-author Original Research published in a PubMed-indexed, peer-reviewed journal; or • Publication of a peer-reviewed textbook or textbook chapter related to the health professions.
Tier 2	**$400**	• First-author Case Report, Case Series, Clinical Brief, or Quality Improvement project published in a PubMed-indexed, peer-reviewed journal.
Tier 3	**$350**	• First-author Case Report, Case Series, Clinical Brief, or Quality Improvement project published in a non-PubMed-indexed, peer-reviewed journal.
Tier 4	**$300**	• First-author oral/podium presentation personally delivered by the resident or fellow at an international, national, or regional professional meeting or conference.
Tier 5	**$200**	• First-author poster presentation personally presented by the resident or fellow at an international, national, or regional professional meeting or conference. • First-author non-peer-reviewed publication.

First-Author Requirement

Scholarly Achievement Awards are awarded only to the first author of the qualifying scholarly work. A resident or fellow must be listed as the first author to be eligible to receive an award under this policy.

When more than one KCU resident or fellow contributes to the same scholarly project, publication, presentation, or poster, only the designated first author is eligible to receive the institutional award.

The first author may, at their discretion, voluntarily share all or a portion of the award with other KCU resident or fellow contributors. KCU GME will not determine or administer any distribution of funds amount contributors.

A co-author who is not the first author may not submit the same scholarly work for a separate Scholarly Achievement Award.

Annual Award Limitation

An individual may receive no more than one (1) Scholarly Achievement Award per academic year.

Awards are based on scholarly merit, compliance with this policy, verification of eligibility, and availability of institutional GME funding.

III. Scope

This policy applies to all residents and fellows appointed to KCU-sponsored ACGME-accredited GME programs participating in the KCU GME Consortium.

Individual programs may provide additional scholarly support or educational funding separate from this institutional award.

IV. Definitions

Academic Year: The period from July 1 through June 30.

Scholarly Achievement Award: A financial award recognizing a qualifying scholarly achievement completed during GME training.

Original Research: A scholarly investigation designed to generate new knowledge through systematic study, data collection, and analysis. Examples include clinical research, translational research, educational research, epidemiologic studies, and other hypothesis-driven investigations.

Quality Improvement Project: A systematic and data-guided activity designed to improve healthcare processes, patient outcomes, patient safety, or healthcare delivery systems.

Peer-Reviewed Publication: A scholarly article, book chapter, textbook, or other academic work that has undergone independent review by subject matter experts before publication.

PubMed-Indexed Publication: A publication indexed within the PubMed database and assigned a PubMed Identifier (PMID).

Non-Peer-Reviewed Publication: A publication that has not undergone formal peer review before publication, including professional newsletters, medical magazines, opinion pieces, editorials, and similar works.

Professional Meeting or Conference: A scientific, educational, or professional meeting sponsored by a recognized medical specialty society, healthcare organization, academic institution, governmental agency, or other healthcare-related professional organization.

Presentation: Presentation of scholarly work accepted through a competitive review process and personally delivered by the resident or fellow as an oral, platform, or podium presentation at an international, national, or regional professional meeting or conference.

Poster: A physical or electronic poster personally presented by the resident or fellow at an international, national, or regional professional meeting or conference.

First Author: The resident or fellow listed as the primary author who contributed substantially to the conception, design, implementation, analysis, and/or preparation of the scholarly work.

Good Standing: The resident or fellow is meeting academic, clinical, professional, and administrative expectations of KCU and their training program.

Individuals on formal remediation, probation, suspension, or other disciplinary action are not eligible.

V. Eligibility

To qualify for a Scholarly Achievement Award, the resident or fellow must:

- Be actively appointed in a KCU-sponsored ACGME-accredited residency or fellowship program at the time the award request is submitted;
- Be in Good Standing;
- Complete the qualifying scholarly activity during graduate medical education training;
- Be verified as the first author and primary contributor of the qualifying work;
- Meet all requirements for the applicable award tier;
- For publications, have the work formally published in a qualifying journal, textbook, or textbook chapter;
- For oral presentations, personally deliver the presentation at a qualifying international, national, or regional professional meeting or conference;
- For poster presentations, personally present the poster at a qualifying international, national, or regional professional meeting or conference;

- Submit a complete Scholarly Achievement Award request, including all required supporting documentation, in a single email to **gme@kansascity.edu** within thirty (30) calendar days of the first official publication date (electronic or print) or conference presentation date; and
- Complete all required processing before the official completion date of residency or fellowship training.

Duplicate or Related Scholarly Activities

The same scholarly project, dataset, manuscript, abstract, presentation, poster, or substantially similar scholarly work may not be used to obtain more than one Scholarly Achievement Award.

For example, an abstract presented as a poster and later published as a manuscript may not receive separate awards for both activities.

If a scholarly activity qualifies under more than one category, only the highest applicable award tier shall be awarded, subject to the one-award-per-academic-year limitation.

VI. Documentation Requirements

Applicants must submit the following documentation to the GME Office.

Publications

Applicants must provide:

- Complete publication citation;
- Final published manuscript, chapter, or textbook PDF (or equivalent publication documentation);
- PMID or other permanent identifier;
- Documentation demonstrating first authorship; and
- Documentation sufficient to verify peer-review status or indexing status, if requested.

Acceptance letters, manuscripts designated as "in press," accepted manuscripts awaiting publication, or other evidence of acceptance do not satisfy publication requirements.

Presentations

Applicants must provide:

- Official conference acceptance notification;
- Formal conference program listing the resident's or fellow's name and presentation title;
- Final presentation slide deck;
- Documentation demonstrating personal delivery of the presentation; and

- Documentation sufficient to verify that the meeting or conference qualifies under this policy, if requested by the GME Office.

Posters

Applicants must provide:

- Official conference acceptance notification;
- Formal conference program listing the resident's or fellow's name and poster title;
- Final poster file;
- Documentation demonstrating personal presentation of the poster; and
- Documentation sufficient to verify that the meeting or conference qualifies under this policy, if requested by the GME Office.

The GME Office may request additional documentation necessary to verify authorship, publication status, peer-review status, indexing status, presentation status, meeting designation, or eligibility under this policy.

VII. Award Request Submission

Residents and fellows seeking a Scholarly Achievement Award must submit a complete award request to the KCU GME Office.

All award requests and supporting documentation must be submitted electronically in **one email** to **gme@kansascity.edu**. Documentation submitted through multiple emails may delay review and may be considered incomplete until all required materials have been received.

The submission email must include:

- Resident or fellow full name;
- Residency or fellowship program;
- PGY level or training year;
- Title of the scholarly activity;
- Award tier being requested;
- Publication date or presentation date; and
- All required supporting documentation identified in Section VI of this policy.

The resident or fellow is responsible for ensuring that the submission is complete at the time of submission. A submission will not be considered received until all required documentation has been provided in a single email package.

Incomplete submissions may be denied or returned without review. The GME Office may request additional information or clarification when necessary to verify eligibility under this policy.

All award requests and supporting documentation must be submitted within thirty (30) calendar days of the first official publication date (electronic or print) or conference presentation date and must be fully processed before the resident's or fellow's official completion date of training.

VIII. Award Processing

Approved awards shall be processed through the appropriate KCU financial system and are subject to applicable tax regulations.

Submission of an award request does not guarantee approval.

The GME Office may request additional information or clarification and may deny an application that does not satisfy the requirements of this policy.

The Designated Institutional Official (DIO) retains final authority regarding:

- Award eligibility;
- Good Standing determinations;
- Scholarly activity classification;
- Tier assignment;
- Authorship determinations;
- Publication status;
- Peer-review status;
- Indexing status;
- Meeting or conference designation; and
- Interpretation of this policy.

Residents and fellows are solely responsible for understanding any individual tax implications associated with receipt of an award.

Approval by GMEC: 10.2.2026