Date

MEMORANDUM

TO: Michael L. Good, M.D.

Dean, College of Medicine

FROM: Department Chair

RE: Faculty Appointment at the VA Medical Center

I would like to request your approval of the VA Dean’s Committee recommendation for the appointment of \_\_<NAME and Credentials>\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, as a consultant physician at the Malcolm Randall VA Medical Center effective \_<effective date>\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. He will hold the rank of \_\_<rank>\_\_\_\_\_\_\_\_\_ in the department of <Department Name>\_\_\_\_\_\_, division of \_<division name when applicable>\_\_\_\_\_\_.

APPROVAL:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Michael L. Good, M.D. Date

Dean, College of Medicine