

Sample Curriculum Vitae Outline

The purpose of the CV is to be able to chronologically track, and be able to account for, all time periods since the physician started medical training. This includes education, experience, military service, certifications, licenses, DEA information, etc. The CV should be constantly updated to reflect any changes so that it is always current. It is very helpful if you list “current as of (date)” on the CV.

What to include in your CV

Name – Title/Degree
 Address
 Telephone (cell, home and work)
 E-mail address
 Citizenship status (optional)

EDUCATION

Internal Medicine Residency Name of Program Any Town, State	7/1999 – 6/2002
Medical School Any Town, State Degree MD or DO	9/1996 – 5/2000
College Any Town, State BS Biology	8/1992 – 5/1996

PROFESSIONAL EXPERIENCE

(This should include all medically-related positions held since the start of medical school—any gaps in work/education history should be explained)

Chief Resident Name of Program Any Town, State	7/2002 – Present
Laboratory Assistant Name of Facility Street Address City, State, Zip Office Phone and Fax Numbers	9/1998 – 5/1999
Military Service (Branch of Service)	Dates of Service

Your Name – Page 2

CERTIFICATIONS

American Board of Internal Medicine, Board Eligible	6/2002
ACLS	5/2002
BCLS	3/2002
PALS	1/2002

LICENSURE

(List all licenses ever held)

NPI	6/2002
DEA	# available upon request Expiration 7/2003
California Issued 8/2001 (Status) Active	# available upon request Expiration 7/2003

PROFESSIONAL MEMBERSHIPS

American Medical Association

HONORS AND AWARDS

Summer Research Grant Awarded By National Cancer Institute	Summer 2000
Magna Cum Laude Graduate – Medical School (name)	5/2000
Alpha Omega Alpha Honor Society	4/1999

RESEARCH AND PAPERS PRESENTED (Optional)

Intensive insulin therapy in MICU patients Stanford University Medical Center Preceptors: John Doe, M.D., and Mary Smith, M.D.	2/2002 – Present
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Your name and John Doe, M.D., “Myocardial Injury Complicating Thrombotic Trompocytopenic Purpura (TTP)”.
ACP California Chapter 2001 Association Poster Competition Finalists”.

REFERENCES (Optional)

Provided upon request

Information Current as of (current date)