DEPARTMENT OF THE ARMY
WALTER REED ARMY MEDICAL CENTER
WALTER REED HEALTH CARE SYSTEM
WASHINGTON DC 20307-5001

REPLY TO ATTENTION OF

MCHL-CI

S: 7 March 2008

8 January 2008

MEMORANDUM FOR WRAMC Department Chiefs

SUBJECT: Request for Nominations for the 34th Annual Bailey K. Ashford Clinical and Laboratory Research Award

1. The Department of Clinical Investigation is proud to announce the 34th Annual Bailey K. Ashford Clinical and Laboratory Research Award. This award is presented annually to the graduating trainee who has contributed the most significant research to the clinical investigation program during his/her years of training at WRAMC. An award for clinical research, as well as an award for laboratory research, will be made.

2. Nominations for this award are being accepted now through 7 March. The accompanying nomination packet will assist you in the preparation of award nominations. Included in this packet are an instructional and a sample memorandum, a copy of WRAMC Pam 70-1, which governs the administration of the award (to include eligibility criteria and submission of nominations), a list of past award winners, and a brief biographical sketch of COL Ashford.

3. Nominations will be reviewed and semi-finalists and finalists will be determined IAW the selection criteria outlined in WRAMC Pam 70-1. Finalists will be invited to present their research at the Bailey K. Ashford Clinical and Laboratory Research Award Symposium scheduled for 1 May 2008 at 1300 in Joel Auditorium, 2nd floor, Bldg. 2. Following the presentations, DCI will sponsor a reception in honor of the finalists, semi-finalists, and program directors. More information regarding the symposium will be provided at a later date.

4. Award winners will be announced at the graduation ceremony in June. Award winners will receive an engraved Bailey K. Ashford Clinical and Laboratory Research Award Medallion and a $750.00 prize.

5. We strongly encourage you to promote awareness of this prestigious award as well as the submission of nominations.

6. POC for this year's award is CPT Duke Poore at (202) 782-7823.

Charles McQueen

Charles E. McQueen
COL, MC
Chief, Department of Clinical Investigation

5 Encls
1. Nomination Memorandum
2. WRAMC Pam 70-1
3. Sample Memorandum
4. Past BKA Award Winners
5. Biography of COL Ashford

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MEMORANDUM FOR WRAMC Department Chiefs

SUBJECT: Preparation of Nominations for the Bailey K. Ashford Clinical and Laboratory Research Award

1. WRAMC Pamphlet 70-1 governs the administration of the Bailey K. Ashford Clinical and Laboratory Research Award. A copy of this pamphlet is included in the nomination packet. Please refer to this pamphlet for further clarification of the nomination and selection process.

2. To be eligible for this award, a nominee must have conducted research while a trainee in a WRAMC training program. The nominee must have played a significant role in a particular research area and, importantly, the research must have received appropriate institutional review.

3. **All nominations should follow the format of the attached sample memorandum.** Nominations may be submitted by any attending staff member assigned to WRAMC or to an integrated GME training program. Nominations must be approved by the appropriate training director.

4. The selection committee will use the selection criteria outlined on page 3, paragraph 7d of WRAMC Pam 70-1 to determine semi-finalists, finalists, and award winners. In the narrative section of the nomination letter, please address the nominee's contribution to the investigational process, specifically, his/her role in planning, proposing, conducting, presenting and publishing the research. The narrative section is extremely important-- please be as accurate and descriptive as possible when identifying the role the nominee has played in his/her research project. This section provides important information for the selection committee, and will help them understand the scope of the nominee's research experience.

5. Please provide a listing of all abstracts, manuscripts and publications relating to this research effort. Publications or presented abstracts will be considered a positive indicator of quality work but will not be a requirement for the nominee to be considered. Nominators should supply copies of publications and/or abstracts, **with a limit of three reprints per nominee. All publications/abstracts must be cleared for publication by the Department of Clinical Investigation and the Public Affairs Office.** Work in progress should be substantiated by objective evidence of the quality and extent of research conducted. Multiple project involvement is not necessarily more important than a single research study, particularly if the nominee has played an instrumental overall role in the single study.

6. Please include also a copy of the nominee's CV and any research training they may have received. CV should include **SSN** and **mailing address**.

Charles E. McQueen
COL, MC
Chief, Department of Clinical Investigation