



Tips for Creating a CV and NIH Biosketch

Dawn Kleindorfer, MD

8/16/17



What does a CV do for you?

- Your first impression to prospective employers
- A “living document” that keeps track of your accomplishments
 - You should be updating your CVs continually as things happen, not once a year
- Needed for other purposes as well
 - For creating biosketches for grant submissions
 - Promotion/tenure

Tips to Writing Your CV

- Have a mentor or teacher look at it!
 - Very important
 - You want it to come back completely marked up
 - Ask to see their CV too
- Also as important is to have someone from outside your field review it
 - Remember, chairs and prospective employers won't necessarily understand abbreviations and field-specific conferences

[redacted]@uc.edu

Date of Birth: [redacted]

name change: [redacted] to [redacted] in April (2011)

Education:

Residency, Univ. of Cincinnati College of Medicine, Dept of Neurology, (July) 2012-present

Internship, Mount Sinai School of Medicine, Dept of Medicine, July 2011-June 2012

M.D. Texas Tech Univ. School of Medicine, May 2011

Ph.D. Molecular and Cell Biology, Univ. of Texas at Dallas, Dec 2007

M.S. Molecular and Cell Biology, Univ. of Texas at Dallas, Aug 2006

B.S. Biology, Univ. of Texas at Dallas, Dec 2004

Research Experience:

Post-Doctoral Research:

April 2013-present

Role of GTP in cancer metabolism

Univ. of Cincinnati Medical Center, Brain Tumor Center

May 2011-May 2012

CNS involvement in multiple myeloma patients

Mount Sinai School of Medicine, Dept of Medicine

Sept 2011-May 2012

Complications of Endoscopic Retrograde Cholangiography

Mount Sinai School of Medicine, Dept of Medicine

Doctoral Research:

Aug 2003-Aug 2007

Dissertation title: Signaling Pathways Regulating Neurodegeneration

Doctoral research: Discovery of histone deacetylase 4 (HDAC4) as a neuroprotective protein in three distinct cell culture models of neurodegeneration through overexpression of HDAC4 and the study of HDAC4 knock-out mouse. Elucidation of a putative mechanism for this protection involving inhibition of cell cycle progression through inhibition of Cyclin Dependent Kinase-1 activity.

Faculty advisor: Santosh D'Mello, Ph.D., Univ. of Texas at Dallas, Dept of Mol. Cell. Biology

Undergraduate Research:

May 2003-Aug 2003:

Inhibition of neuronal apoptosis by the cyclin-dependent kinase inhibitor, GW8510

Univ. of Texas at Dallas, Dept of Mol. Cell. Biology

Aug 2002-May 2003:

Characterization of carbon nanotubes and their interaction with synthetic peptides

Univ. of Texas at Dallas, Dept of Chemistry

Teaching Experience:

Lecturer:

Sept 2013-Present

Founder of Resident Run Lecture Series

Lectures: Sleep related movement disorders, Neurological manifestations of Lupus Erythematosus and Anti-phospholipids syndrome

Univ. of Cincinnati Neurology (Department)

March 2014

Medical Student Neurology Lectures

Lectures: Acute ischemic stroke for medical students

Comment [UC11]: Name is too small

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Comment [UC13]: Is this your cell? Say so.

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Comment [UC16]: I've seen people put a header "mission statement" here, where they say, looking for a fellowship in neuro-oncology that will expose me to a broad range of clinical experiences, as well clinical research, in order to prepare me for a career as an academic neuro-oncologist" or something like that. Let them know what you're looking for up front. Others will put this information into a cover letter.

Comment [UC17]: Residency in what? Neurology? Dermatology?

Comment [UC18]: List your residency director. Put a bullet underneath the residency and call out your achievements here. Chief Resident

Comment [UC19]: Pull out the dates to the left, so people can have a clear timeline.

Comment [UC10]: Keep your formatting of dates the same, list the dates you were actually enrolled.

Comment [UC11]: Font is too small and too hard to read. Use Arial 11 or 12

Comment [UC12]: Any other honors during undergrad or med school? Call out big things here. Makes it look less dry.

Comment [UC13]: Same thing here.

Comment [UC14]: This needs more detail. What are you doing with GTP? Basic science? Clinical database? Who is your mentor? Did you get any funding to do this work? Need several more sentences for each project so that I understand WHAT you are doing, what your role was, etc.

Comment [UC15]: More detail here

Comment [UC16]: List dates

Be Concise (but not too concise...)

- Don't want to write paragraphs about each entry on the CV
- But don't list something that most people won't understand without some explanation
 - Much more common mistake in those I have seen
- Gapping
 - Incomplete sentences and phrases
- Parallelism
 - Using similar structure, verb descriptions throughout document

Omit Irrelevant Personal Info

- Don't include:
 - age, marital status, number of children, ethnicity, political affiliation, religious affiliation, sexual orientation, place of birth, height, weight, SSN#, license or DEA #, or photos of yourself.
 - Do not include activities and accomplishments from high school
 - I have seen people include statements like : “born in the U.S.”, or “native english speaker” to try an alleviate bias against names that could be from other countries

Make it Look Nice...

- Sounds silly, but the number of mixed font size and type, irregular margins, typos and misspellings I've seen is mind-boggling
- Makes it seem like you aren't careful or detail-oriented
- Avoid fancy fonts and underlining. Bold should be used sparingly
- There is no "right" way to do a CV, but focus on things relevant to the purpose
 - I have three or four versions of my CV, emphasizing research vs. education vs. clinical work vs. administration
- 1 inch margins, 11-12 pt font, use white space well

Header/footer, File Names

- Always include your last name, the date last updated, and page numbers in the footer
- Keep multiple copies of old versions
- Name your files with your last name and date
 - A file emailed to me titled “CV” means nothing to me...
 - Better: “Kleindorfer CV.7.30.14”

Specifics

- 1st page: Don't put "CV" in huge letters, we know what it is. Instead, bold your NAME so we will remember it
- Likely start with education, degrees, and training
 - Consider putting in things like dates of training
 - Some places will make you account for gaps
 - I like to add the mentor/chair/director's name, it helps if they are well-known

Dawn Olson Kleindorfer, M.D.

Home: 8011 Village Drive
Cincinnati, OH, 45242
(513) 489-1163

Office: 231 Albert Sabin Way
Department of Neurology
University of Cincinnati
Cincinnati, OH, 45219
email: dawn.kleindorfer@uc.edu

EDUCATION

M.D. Washington University School of Medicine
(8/93-5/97) St. Louis, MO

B.S. Indiana University, biology major, with high honors
(8/88-12/92) Bloomington, IN

ACADEMIC POSITION

(7/02-present) Assistant Professor, Department of Neurology
University of Cincinnati

POSTGRADUATE TRAINING

Fellowship Cerebrovascular Division, Department of Neurology
(7/01-6/02) University of Cincinnati, Director: Joseph P. Broderick, MD

- Treated 32 acute stroke patients with IV rt-PA, 12 of which were treated with combination IV/IA rt-PA
- Trained in technique and interpretation of trans-cranial and carotid Doppler ultrasound
- Completed coursework in biostatistics, epidemiology, decision-making, ethics, and clinical trial design
- Created 2 independent grant proposals, and assisted in writing a grant for a large program project (SPOTRIAS)

Residency Department of Neurology, University of Michigan
(7/98-7/01)

- Chief Resident
- Conceived and completed an independent clinical research project during residency regarding neurologic outcomes after ECMO

In 2003

EDUCATION

M.D. Washington University School of Medicine
(8/93-6/97) St. Louis, MO

B.S. Indiana University, biology major (initially music performance
(8/88-12/92) major), with high honors
Bloomington, IN

ACADEMIC POSITIONS

(9/11-present) Professor with Tenure, Department of Neurology
University of Cincinnati

(5/09-present) Vascular Neurology Division Chief, Department of Neurology
University of Cincinnati

(9/06-9/11) Associate Professor, Department of Neurology
University of Cincinnati

(6/07-present) Director, Vascular Neurology Fellowship, Dept. of Neurology
University of Cincinnati

(7/02-8/06) Assistant Professor, Department of Neurology
University of Cincinnati

(10/04-5/06) Associate Clerkship Director, Department of Neurology
University of Cincinnati

POSTGRADUATE TRAINING

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Residency Department of Neurology, University of Michigan
(7/98-6/01) Chairman: Sid Gilman, MD

- Chief Resident
- Conceived and completed an independent clinical research project
- Outstanding Resident Teacher to Medical Students Award

Internship Department of Internal Medicine, University of Michigan
(7/97-6/98)

In 2014

martis2@uc.edu

Education

Stroke Fellow

Department of Neurology, University of Cincinnati, 2010-present, Cincinnati, OH

Neurology Resident

Department of Neurology, University of Cincinnati, 2006-2010, Cincinnati, OH

Stroke Research Fellow

Department of Neurology, Baylor College of Medicine, and Michael E. DeBakey VA Medical Center
2004-2006, Houston, TX

Clinical Trial Design and Statistics

Independent study with Dr. Steven Waring
University of Texas School of Public Health, 2005, Houston, TX

Transcranial Doppler Course

University of Texas Health Science Center, 2004, Houston, TX

MD

Baylor College of Medicine, 2004, Houston, TX

PhD

Molecular and Human Genetics
Baylor College of Medicine, 2001, Houston, TX

BA

Biology
University of Texas, 1992, Austin, TX

Grant Support

1998-2002 NIH-NIMH F30: "Examining the role of dachshund in mushroom bodies" (PI: Martini)

[Add the T32 here](#)

Honors & Awards

2010 International Stroke Genetics Consortium Career Development Scholarship
2010 Fred Samaha Research Prize, University of Cincinnati Department of Neurology
2010 Resident Teacher of the Year, University of Cincinnati Department of Neurology
2005 Travel Bursary, International Society for Cerebral Blood Flow & Metabolism
2004 Travel Award, American Academy of Neurology
2000 Best scientific abstract poster, Baylor College of Medicine MD/PhD Scientific Symposium
1995-2004 Hudson scholar, Baylor College of Medicine
1995 Baylor Research Advocates for Student Science scholarship finalist
1990 Dallas County Community College Foundation Scholarship

Research

2010-present University of Cincinnati, Department of Neurology
Daniel Woo, MD
Genetic epidemiology of intracerebral hemorrhage based on the GERFHS study, list grant number,

also list that you are adjudicating events

- **NIH R-01 (2009-2014)- "Hemorrhagic and Ischemic Stroke Among Blacks and Whites": event adjudicator, co-investigator, (extramural, 5 yr award, total of \$7 million) a population-based stroke epidemiology project evaluating racial disparities in stroke incidence, outcome, and fatality.**

Comment [k1]: Consider page numbers, with a date that you last modified the document, required for some research submissions.

Comment [k2]: Feels cramped at the top here. Need your work address as well. Do you want them to call your cell exclusively? Should you put your work phone?

Comment [k3]: For some applications/licensure, you'll need the months of the appointments so that they can see if there were any gaps.

Comment [k4]: Might put in a little bit about your training as a fellow, see my CV

Comment [k5]: Calling it a research fellow confuses me. Research Associate? Were you in a degree program? Post-doc? Clarify.

Comment [k6]: If you really like Times New Roman font, keep it. But it is smaller. Try Arial or Calibri 11pt and you'll see the difference. More readable.

Comment [k7]: I don't understand this at all. What is an independent study in clinical trial design mean? On the job training? Didactic coursework? Give me a blurb to know what you're talking about.

Comment [k8]: How long? All year? a week?

Comment [k9]: Graduated With honors? If so, list.

Comment [k10]: Again, as a non-basic scientist, I'm confused. This looks like it was your pre-doctoral support? Your timeline is confusing me.

Comment [k11]: Brief explanation

Comment [k12]: No one outside of UC knows what this means

Comment [k13]: Given to how many students each year? based on merit? Best research project?

Comment [k14]: Don't know what this is

Comment [k15]: Bump this to the back. Next thing should be research projects.

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CONTACT INFORMATION

236 Klotter Avenue – Cincinnati, OH 45219

neileh@ucmail.uc.edu

EDUCATION

07/2011 – Present	University of Cincinnati, Department of Neurology <i>Adult Neurology Resident</i> <i>Completion date 06/2014</i>	Cincinnati, Ohio
06/2010 – 06/2011	University of Cincinnati, Department of Medicine <i>Internship in Internal Medicine</i>	Cincinnati, Ohio
08/2006 – 05/2010	Wayne State University School of Medicine <i>Doctor of Medicine</i>	Detroit, Michigan
08/2001 – 05/2005	University of Detroit Mercy <i>Bachelor in Science, Biology</i>	Detroit, Michigan

LICENSURE/CERTIFICATION

10/2012	National Institute of Health Stroke Scale Certification
07/2012	HIPPAA Certification
05/2012	Step III – Completed
04/2012	ACLS Certification
07/2010	Ohio Training License

Comment [DOK1]: Move to the very back, need to see other stuff that's more important on the front page

MEMBERSHIPS/ PROFESSIONAL SOCIETIES

2012 – Present	American Society of Clinical Oncology, Member
2012 – Present	Society for Neuro-Oncology, Member
2011 – Present	Neuroscience Specialty Enhanced Pathway, Mentor
2010 – Present	American Academy of Neurology, Member
2006 – 2010	American Medical Student Association, Member
2006 – 2010	American Medical Association, Member
2006 – 2010	American College of Physicians, Member
2006 – 2010	Christian Medical Society, WSU SOM Chapter Member
2003 – 2005	Alpha Epsilon Delta (AED), UDM Chapter Member and Vice President
2001 – 2005	NCAA Division I Athlete, Women's Basketball player and senior co-captain

Comment [DOK2]: Outside people won't know what this is, give a one liner explanation.

Comment [DOK3]: Lots of abbreviations, take them out or spell them out

Comment [DOK4]: Same issue here, move this section back

PRESENTATIONS

09/26/2012	University of Cincinnati, Department of Neurology Grand Rounds <i>Clinicopathologic Case Conference</i> Presented a challenging case and the differential diagnosis of myopathies
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Mission/Career goal statement?

- Somewhere you have to tell prospective employers what YOU want
- Some make it a career goal statement at the top of first page
 - Ex: I am looking for a position as a vascular neurologist at a high-volume academic institution that will allow me to pursue my research interests, as well as see a wide variety of patients and continue to teach students and residents
- However, this can also go in your cover letter, as long as it is somewhere it doesn't matter!

Contact: +1(513) 8xxxxxxx88
uc.edu

Career Goal: To obtain outstanding fellowship training in neuromuscular disease, including both clinical care and research, to prepare me for my career in academic medicine.

RESIDENCY

2012 - present Neurology, University of Cincinnati class of 2015
Chair Lead by Dr. Joseph Broderick (~Dec/13), Dr. Brett Kissela (Jan/14=)
Univ. of Cincinnati Medical Center (Academic hospital, inpatient)
VA (inpatient/outpatient),
Hoxworth Center (outpatient continuity clinic)
EMG experience (30 NCS, 20 needle EMGs under supervision)

2011 - 2012 Internal Medicine (preliminary year), University of Cincinnati

WORK EXPERIENCE

2008 - 2011 Public healthcare physician (substitution for military service, mandatory in Korea)
Gimje Healthcare center, Gimje, Republic of Korea
Worked as a General internist at the healthcare center in a rural area.

EDUCATION

2007 Jun-Jul Elective rotation (Neurology)
University of Minnesota, Fairview Hospital (MN)

2007 Jan-Feb Elective rotation (Neurology)
Columbia University, New York Presbyterian Hospital (NY)

2002 - 2008 M.D., Seoul National University College of Medicine, Seoul, Republic of Korea
6 years of combined undergraduate/medicine program
M.D.

RESEARCH PROJECTS

2013-present Stroke Recurrence Rate not Changing over Time
University of Cincinnati Medical Center, Neurology Department
Population based epidemiologic study. Participated in data analysis and formulating abstract (accepted at 2014 International Stroke Conference).
Mentor: Brett Kissela, MD, MS. Chair

2013 - 2014 Stress related seizures, effect of childhood trauma
University of Cincinnati Medical Center, Neurology Department

Comment [DOK1]: Is this your cell?
Might want to tell them that. Good to have on here so they can reach you during the day.

Comment [DOK2]: These tabs aren't lining up...can't quite fix them

Comment [DOK3]: Inpatient or outpatient?

Next pages

- Next section depends on your focus
 - Researcher? Research projects and publications come next
 - Clinician/educator? Clinical activities and teaching activities come next
- It's easy to display research on a CV, the citations and projects flow well
 - You have to work harder to show off the clinical and education work....but it's worth it to do so!

Research projects

- Important things to include:
 - Name of project
 - Dates of your participation and your role
 - Funding mechanism, esp if it's your funding
 - A brief blurb about the project

- **National Stroke Association Fellowship Award (2002-2003)-“The Impact of Socioeconomic Status on Emergency Response and Transport Times in Acute Ischemic Stroke”:** *principal investigator (extramural, \$50,000)*, retrospective analysis of socioeconomic status and arrival times in the emergency department, population-based.
- **Sex Differences in Subarachnoid Hemorrhage (2001):** *principal investigator (intramural, \$5,000)*, retrospective evaluation of endogenous hormonal influences on aneurysmal subarachnoid hemorrhage in women.
- **PROFESS (2003-2008):** *site principal investigator*. 35 patients enrolled. Prospective randomized study of antiplatelet and anti-hypertensive agents on recurrent stroke risk. Cognitive functioning and genetic substudy participants.
- **FAST trial (2004-05):** *enrolling physician*, acute treatment of intracerebral hemorrhage with recombinant factor VIIa.

Word choice

- Word choice is important
- Avoid passive words, like:
 - Worked, participated
 - Studied
- Try to use more active words, like
 - Evaluating, supervising, managing
- Use present tense, verbs
 - Evaluating instead of evaluated

Publications

- Always use the actual reference format if possible
 - Last name, first initial (no degrees)
 - **BOLD** your name so it stands out
 - Title
 - “accepted for publication, Stroke 7/14”
 - Epub dates and final date of publication
 - PMID number

Vagal A, Meganathan K, **Kleindorfer** DO, Adeoye O, Hornung R, Khatri P. Increasing use of computed tomographic perfusion and computed tomographic angiograms in acute ischemic stroke from 2006 to 2010. Stroke. 2014 Apr;45(4):1029-34. Epub 2014 Feb 25. PMID:24569815

Consider adding a “totals tally” like this:

PEER-REVIEWED PUBLICATIONS

(22-1st author, 19 senior author, 76-secondary author, 1-international guideline statement)

Publications

- Separate categories for the following:
 - Peer reviewed manuscripts
 - Invited editorials and reviews
 - Non-peer reviewed publications and correspondence
 - Abstracts
 - Book Chapters
 - (my advice: avoid these...ton of work with very little gain...I have 0 in 13 years of doing this!)

Other Research Related Topics

- Editorial boards/manuscript review committee
 - Tip: list all the journals you have completed manuscript reviews for here
- Data and safety monitoring board participation
- National research meeting service
 - Abstract review committees
 - Moderator for oral sessions

Committee Service Section

- You may want to split this up into your research, clinical, education sections instead
- If you have national level committee service, say so. List your role, dates of service.
 - **Reasons for Geographic and Racial Disparities (REGARDS) Executive Committee** (8/06-present): assisting in study design, manuscript evaluation and approval, and ongoing study management.
 - **American Heart Association/Bugher Foundation Stroke Prevention Centers Oversight Advisory Committee, American Stroke Association** (8/07-7/13): provide external oversight for the American Stroke Association /Bugher Foundation Centers for Stroke Prevention Research Award and serve in an advisory capacity to the Centers.

Invited Presentations

- Note this is NOT abstract presentations, but talks that someone has asked you to present
- If you have national/international level talks, say so or divide them out
- List title of talk, where you were and the date
 - “Stroke Awareness Among African Americans”, *Yatzu Symposium*, Houston Tx, 11/13
- If you have media appearances list them here
 - Local television appearances regarding stroke public awareness
 - Channel 12: Strike Out Stroke, 5/13
 - Channel 19: Strike Out Stroke and Stroke Warning Signs, 5/13
 - Channel 19 “Stroke Warning Signs” 1/06.

Educational Activities

- Any educational administrative roles you have
 - **Director and Founder, “Neuroscience Specialized Educational Pathway” (4/04-6/06)**. Developed and directed the multi-disciplinary medical student program, allowing medical students with an interest in neuroscience early additional clinical and didactic exposure to the neurosciences.
 - Eight first year students accepted 2004-05, all eight performed hypothesis- driven research during the summer with their mentors, and 6 of 8 received local- or national-level scholarships for their work
- Students or residents that you mentor
- Teaching awards
- Resident/fellow lectures, journal clubs, grand rounds
- Other teaching
 - Faculty instructor for clinical problem-based learning workshops, second year medical student class. 4/06, 4/05, 3/04, 3/03

Clinical Activities

- List what types of clinical work you do
 - Inpatient
 - **Attending, Inpatient Neurology Service, University of Cincinnati Medical Center:** excellent student and resident evaluations of clinical and teaching abilities, typically 6-8 weeks per year
 - Outpatient
 - **Outpatient Stroke Clinic:** Dr. Kleindorfer created and maintains the only designated stroke clinic within UC Neurology Faculty Practice.
 - Patients seen include hospital follow-ups after discharge with ischemic and hemorrhagic stroke, stroke prevention study candidates and current study patients. Main outpatient stroke fellow teaching venue.
 - Medical student teaching: 4th year students on the acute stroke elective rotate through this clinic and are taught regarding stroke risk factor management and stroke prevention.
 - Stroke call
 - Other skills, such as TCD, procedures, etc

Other Optional Sections

- Highlights/Skills/Accomplishments

- Honors (for what? How competitive?)

- Early Career Women in Academic Medicine Professional Development Seminar: selected participant, 12/04.
 - Hazel K. Goddess Stroke Research for Women Scholar 2004-06
 - National Stroke Association Research Fellowship Award 2002
 - Top Enrollment Award, PROFESS study, Platinum Level
 - American Heart Association Health Initiatives Volunteer Award, 2004
 - Chief Resident, University of Michigan, department of Neurology, 2000-2001
 - Outstanding Resident Research Award, Michigan Neurological Association
 - “Bronze Beeper” Award: given by the medical students for outstanding resident teaching
 - Phi Beta Kappa

- skills

- Skills/Accomplishments

- Extensive clinical experience with thrombolytic therapy for acute stroke (over 140 patients treated)
 - Trans-cranial ultrasound: trained in technique and interpretation
 - Developed a multi-disciplinary outpatient stroke clinic
 - Developed a comprehensive post-stroke research program, including NIH and industry-sponsored clinical trials of drugs for stroke prevention
 - Extensive experience in working with the media

Other Optional Sections

- Work History

- Leave off the fast food during high school...

Research Assistant Department of Neurology, Indiana University
(8/92-8/93)

- medical genetics lab, projects included Huntington's disease, Pelizeous-Merzbacher Disease, and X-Linked Ataxia-Dementia (see publications)

Research Assistant Department of Molecular Genetics, Indiana University
(6/89-8/89)

- *Drosophila* genetics lab, isolation of the *Drosophila* ecdysone receptor

- Board Examinations and Licensure

- Leave off license numbers, or scores

BOARD EXAMINATIONS AND LICENSURE

- Board certified in Vascular Neurology, 6/08
- Board certified in neurology by American Board of Neurology/Psychiatry, 2/12, 6/02
- Current Ohio unrestricted license
- Current Kentucky unrestricted license
- Current Indiana unrestricted license

Other Optional Sections

- Hospital Affiliations

Department of Neurology Privileges, 16 regional hospitals July 2001 – present
Greater Cincinnati / Northern Kentucky area

Ohio -

Bethesda North Hospital, The Franciscan Hospitals-Western Hills, Mercy West, and Mt. Airy, Good Samaritan Hospital, The Christ Hospital, Jewish Kenwood Hospital, Mercy Anderson and Fairfield Hospitals, University of Cincinnati Medical Center, Veterans Administration Medical Center, Children's Hospital

Kentucky -

St. Elizabeths: Edgewood, Covington, Ft. Thomas and Florence
Telemedicine privileges at 9 additional hospitals in the region

- Professional memberships (ASA, AAN, etc)
- Advocacy and/or volunteerism activities
- National meetings attended
- Personal interests
 - Try to show achievement
 - Not the place to be quirky or cute...

04/04/2012 **University of Cincinnati, Department of Neurology Journal Club**
"Predicting Outcome of IV Thrombolysis-Treated Ischemic Stroke Patients"
[Neurology Volume 78, Number 6](#)

06/14/2011

06/12/2012 **University of Cincinnati, College of Medicine – Pathways to Health Careers Programs**
Health Careers Exploration Presentation
"Preparing for Medical School"

11/28/2011 **University of Cincinnati, Department of Neurology Chairman's Rounds**
Case Presentation
Presented a challenging case of a patient with [tuberculous meningitis](#)

Comment [DOK5]: Incomplete reference, don't really need the formal reference anyway, just take out

Comment [DOK6]: What is this date for?

PEER REVIEWED PUBLICATIONS / ABSTRACTS

[Hebah Hefzy](#), [Elizabeth Neil](#), [Patricia Penstone](#), Meredith Mahan, Panayiotis [Mitsias](#), Brian Silver. One Year Outcomes of Acute Ischemic Stroke and TIA Patients undergoing CT- versus MRI- based Evaluations: A Retrospective Comparison.
Poster Presentation, International Stroke Conference 02/08/2011

Comment [DOK7]: You should get the formal reference, all abstracts for ISC are published in Stroke

RESEARCH/ WORK EXPERIENCE

2009 **Research Assistant, Henry Ford Hospital, Department of Neurology - Detroit, MI**
Worked under Brian Silver, MD; [The study design was to investigate the pattern of facial weakness following acute stroke as a means to access \(assess?\) whether there is lower motor neuron involvement following ischemic insult.](#) I was responsible for interviewing, consenting, and examining hospitalized patients on a routine basis within 48 hours of their ischemic stroke. The extent of the initial facial weakness was scored and then compared to subsequent daily assessments. All of these patient interactions were videotaped for further analysis and to ensure scoring consistency among the two other persons involved in the study.

Comment [DOK8]: Would also move this up, this shows you have valuable life and work experience in research and other arenas

2003 – 2005 **Laboratory Assistant, University of Detroit Mercy, Department of Chemistry - Detroit, MI**
Worked under Matthew Mio, Ph.D.; [The experimental focus was to investigate the optimal conditions for using the Sonogashira reaction to produce phenyl acetylenes by a cross-coupling cycle mechanism. This was a rewarding and learning experience and an excellent learning tool in which I became familiar with new laboratory techniques and gained considerable hands-on experience \(in what? Basic science techniques in pharmacokinetics? Be specific\).](#)

Comment [DOK9]: Reading this as a stroke doc I'm confused about the project. You could just leave out this whole sentence and start with your responsibilities. Was this while you were in med school? The reader has to refer back to the timeline to understand where you were in your training, might just add (summer, 1st year med school) or something like that

2003 – 2005 **Tech Mentor and Technical Support Assistant, University of Detroit Mercy Help Desk - Detroit, MI**

2004 **Laboratory Technician, R&D Systems - Minneapolis, MN**
As a leading manufacturer of cytokine products, I belonged to a group that validated reagents for the production of recombinant proteins. I was responsible for several projects, but most importantly the development of a Standard Operating Procedure for polyacrylamide gels containing [trichloroethanol](#), used to visualize proteins under UV light.

2002 **Laboratory Technician and Office Assistant, Antares Pharma - Minneapolis, MN**
I assisted in the development of the **Medi-Jector VISION**, a needle-free insulin injector. My other responsibilities involved creating a simple recall database that could retrieve product information and reference applicable case studies.

HONORS/AWARDS

Residency: Selected to be on residency selection committee (2012 and 2013)
Selected as the residency representative for the **Pathways to Health Careers Program's neurosciences residency panel discussion**

Medical School: Clerkship Clinical Honors – Internal Medicine-Oncology, Obstetrics/Gynecology, Psychiatry, Family Medicine

Undergraduate: Summa cum laude Graduate (2005)
Biology Award (2005)
Key Scholar Award (2005)
Varsity Athlete Dean's List (Consecutive semesters from 2001-2005)
Academic Dean's List (Consecutive semesters from 2001-2005)

Comment [DOK10]: Might move this section up to the front page

Comment [DOK11]: Still don't exactly know what this is...presenting career options to undergraduates interested in medicine?

Comment [DOK12]: Given to 1 or 100 undergraduate biology students per year? Make sure I understand what kind of an honor this is

TEACHING EXPERIENCE

05/2012 – Present **Neurology clinical rotation for third year medical students**, Group leader
University of Cincinnati College of Medicine

08/2011 – Present **Neuroscience Specialty Enhanced Pathway**, Mentor
University of Cincinnati College of Medicine

07/2011 – Present **Learning Community for first and second year medical students**, Physician preceptor
University of Cincinnati College of Medicine

08/2007 – 10/2007 **Anatomy education course**, tutor
Wayne State University School of Medicine

Comment [DOK13]: Again, outsiders don't know anything about NSEP

Comment [DOK14]: Don't know what a learning community is either



NOTABLE VOLUNTEER ACTIVITIES

2006 – 2008 **HuMed Co-curricular Program**, Member and co-coordinator
The **HuMed** program offers students unique opportunities to become further exposed to and educated on complementary and alternative medicine (CAM) modalities. As a coordinator **during medical school**, I worked with community CAM physicians and practitioners to organize lectures and hands-on learning opportunities.

2003 – 2004 **Children's Hospital of Michigan**, Hospital volunteer

2002 – 2004 **University of Detroit Mercy Student Life**, Freshmen orientation leader

2001 – 2005 **University of Detroit Mercy Campus Ministry**, Liturgy coordinator and eucharistic Minister

Comment [DOK15]: I think this is fine amount of detail.

MISSED ANYTHING?????

INTERESTS/ EXTRACURRICULAR ACTIVITIES???

Running and competing in road races; Detroit Half Marathon participant 2009 and 2010

Cooking dinners for family and friends

Minor interior renovations on our 19th century Victorian house

Do you want to describe your residency training environment a little? Which hospitals you are privileged at is a nice way to bring this in, shows that you see patients both inpatient/outpatient, University and VA. Would you want to list any particular electives you've taken? (specifically, a neuro-*onc* elective?).

Meetings/national conferences/educational symposiums attended?

Comment [DOK16]: These are good. Always try to show achievement, which your marathons are an obvious example.

NIH Biosketch

- How is it different than a CV?
 - Limited to research info
 - Brief
 - Drawn from your CV
- Required for PIs or project directors, usually for all key personnel listed on an application

New Biosketch-NEW FORMAT!!

- New format requires you to:
 - Upload your publications online “My Bibliography” or “SciENCv”
 - Instead of listing your pubs, you give them your “top 5” contributions to science
 - You can now include specific literature citations to the end of the personal statement
 - Page limit increased from 4 to 5 pages
 - Use this only if necessary....
- WHY? According to NIH it emphasizes accomplishments instead of a list of pubs

Biosketch Top Section

BIOGRAPHICAL SKETCH

Provide the following information for the key personnel and other significant contributors in the order listed on Form Page 2.
Follow this format for each person. **DO NOT EXCEED FOUR PAGES.**

NAME Dawn Kleindorfer		POSITION TITLE Physician, Professor		
eRA COMMONS USER NAME KLEINDDO				
INSTITUTION AND LOCATION	DEGREE (if applicable)	YEAR(s)	FIELD OF STUDY	
Indiana University	BS	1988-1992	Biology	
Washington University School of Medicine	MD	1993-1997	Medicine	
University of Michigan	Internship	1997-1998	Internal Medicine	
University of Michigan	Residency	1998-2001	Neurology	
University of Cincinnati	Fellowship	2001-2002	Cerebrovascular Disease	

Biosketches-Personal Statement

- What is the big problem you're trying to solve (long-term) and why?
- How does your training put you into a great position to do the research at hand, specifically?
- What other strengths do you bring to the project that wouldn't otherwise be apparent from your lists of positions and qualifications?
- Be accessible: use 1st person
- Show passion and excitement

Biosketch-Personal statement

- Aim for ½ page, not more than full page
- Depending on the type of grant, emphasize your role for:
 - Leadership (PI of an R01)
 - Training potential (K awards)
 - Mentorship experience (named mentor on someone else's grant)

A. Personal Statement:

For the current renewal, I will serve as scientific collaborator on the executive committee for the REGARDS study as well as a member of the adjudication committee. My training as a stroke neurologist in addition to the work I have done as co-PI on the Greater Cincinnati Northern Kentucky Stroke Study has prepared me well for my scientific role in REGARDS as well as my work on the adjudication committee. For the new application, I will continue to attend face to face meetings to review stroke charts and will attend two meetings each year to address scientific and operational issues with the REGARDS executive committee.. The prevalence of stroke symptoms and their association with future risk of stroke in REGARDS really interests me. I have an ancillary study application to collect neuroimages in people who report stroke symptoms but have not a stroke or TIA that I am currently developing. This is a powerful new risk factor for stroke and yet there is surprisingly little data on how the brain appears following these symptoms. I also have a particular research interest in socioeconomic status and its effects on stroke incidence, severity, and outcome. I look forward to the opportunity to continue to develop community interventions, such as the beauty shop intervention I conducted in Cincinnati, to reduce the socioeconomic disparities in people getting to the hospital to have a stroke treated. In addition to my collaborative role on REGARDS, I also work as a mentor to junior neurologists with an interest in stroke epidemiology. I have worked with Aaron Anderson at Emory University and Mike Mullen at the University of Pennsylvania to develop their ideas into manuscripts and hopefully future grant applications in REGARDS. The potential to collect more information on risk factors for stroke in REGARDS will provide data that can continue to be used by junior people to develop a research platform and I look forward to my role in recruiting and developing new collaborators in the REGARDS study.

Citations in personal statement?

My previous eye-tracking work resulted in the discovery of a novel method of quantifying viewers' moment-by-moment implicit assessment of perceived stimulus salience during free-viewing of naturalistic social scenes (e.g. children at play) in toddlers with and without ASD¹. Of particular relevance to the proposed K01, I conducted behavioral and fMRI studies of infants between 1- and 4-months of age to investigate an experience-expectant process whereby cortical circuitry and behavioral listening preferences for biological sounds that are initially broadly tuned become increasingly refined with exposure to human speech. The resulting publication² represents one of the first fMRI studies in infancy to examine cortical specialization for social processing during a developmental period characterized by a rapid behavioral transition. In addition, my mentors and I co-authored a review³ that advances a novel model of autism pathogenesis, providing the framework for the hypotheses to be tested in the proposed K01.

1. **Shultz, S., Klin, A., & Jones, W. (2011).** Inhibition of eye blinking reveals subjective perceptions of stimulus salience. *Proceedings of the National Academy of Sciences*, 108(52), 21270-21275. PMID: PMC3248475
2. **Shultz, S., Vouloumanos, A., Bennett, R.H., & Pelphrey, K.A. (2014).** Neural specialization for speech in the first months of life. *Developmental Science*, 17(5), 766-774. PMID: PMC4232861
3. **Klin, A., Shultz, S., & Jones, W. (2014).** Social visual engagement in infants and toddlers with autism: Early developmental transitions and a model of pathogenesis. *Neuroscience and Biobehavioral Reviews*. PMID: 25445180

Biosketch Section B: Positions and Honors

- Positions and Employment
 - Oldest first
- Other experience and professional memberships
- Honors
 - Be much briefer here...usually research related honors

A. Positions and Honors.

Positions Held

7/02-present Assistant Professor, Department of Neurology, University of Cincinnati, Cin. OH
2001-2002 House physician, The Christ Hospital, Cincinnati, Ohio
2001-2002 Clinical Instructor, Cerebrovascular Diseases Fellowship, University of Cincinnati, Cinc., OH
1998-2001 Neurology Residency, University of Michigan, Ann Arbor, Michigan
1997 Internal medicine internship, University of Michigan, Ann Arbor, Michigan

Honors

2004 Early Career Women in Academic Medicine Prof. Development Seminar: selected participant
2004-2006 Hazel K. Goddess Stroke Research in Women Scholar
2002-2003 National Stroke Association Fellowship Award
2000-2001 Chief Resident, University of Michigan, department of Neurology,
1991 Phi Beta Kappa

Update your “My Bibliography”

- First, you need to create an account with NCBI
 - https://www.ncbi.nlm.nih.gov/account/?back_url=http%3A%2F%2Fwww.ncbi.nlm.nih.gov%2Fsites%2Fmyncbi%2F
 - (or just google “my ncbi”)

Sign in to NCBI

Sign in with



[See more 3rd party sign in options](#)

OR

Sign in directly to NCBI

Keep me signed in

Sign In

[Forgot NCBI username or password?](#)

[Register for an NCBI account](#)

My NCBI retains user information and database preferences to provide customized services for many NCBI databases.

[My NCBI Overview](#)

My NCBI features include:

- Save searches & automatic e-mail alerts
- Display format preferences
- Filter options
- My Bibliography & NIH public access policy compliance
- [SciENcy](#): a researcher biosketch profile service
- Highlighting search terms
- Recent activity searches & records for 6 months
- LinkOut, document delivery service & outside tool selections

NIH funded investigator?

Extramural NIH-funded investigators looking for NIH Public Access Compliance tools can sign in with either "eRA Commons" or "NIH Login". Use your eRA Commons credentials on the subsequent sign in page. Once signed in, navigate to the My Bibliography section.

Documentation for using these features is located in the [Managing Compliance to the NIH Public Access Policy](#) section of the NCBI Help Manual.

Information about the NIH Public Access Policy is located at <http://publicaccess.nih.gov>.

Account Troubleshooting FAQ

[Expired email confirmation link message](#)

[Multiple My NCBI accounts](#)

[Link eRA Commons, University, or other account to your NCBI account](#)

Search NCBI databases

Search:

Search

Hint: clicking the "Search" button without any terms listed in the search box will transport you to that database's homepage.

Saved Searches

You don't have any saved searches yet.

Go and [create some saved searches](#) in PubMed or our other databases.

[Manage Saved Searches »](#)

My Bibliography

Your bibliography contains **139 items**.

Share your bibliography with this URL:

<http://www.ncbi.nlm.nih.gov/sites/myncbi/dawn.kleindorfer.1/bibliography/41148132/public/?sort=date&direction=ascending>

Most recent citations:

8 of your citations in "My Bibliography" are not compliant with NIHPA.

Agarwal SK, Chao J, Peace F, Judd SE, Kissela B, Kleindorfer D, Howard VJ, Howard G, Soliman EZ. [Premature ventricular complexes on screening electrocardiogram and risk of ischemic stroke](#). Stroke. 2015 May;46(5):1365-7. doi: 10.1161/STROKEAHA.114.008447. Epub 2015 Apr 14. PubMed PMID: 25873602; PubMed Central PMCID: PMC4414890.

Eckman MH, Wise RE, Naylor K, Arduser L, Lip GY, Kissela B, Flaherty M, Kleindorfer D, Khan F, Schauer DP, et al. [Developing an Atrial Fibrillation Guideline Support Tool \(AFGuST\) for shared decision making](#). Curr Med Res Opin. 2015 Apr;31(4):603-14. doi: 10.1185/03007995.2015.1019608. Epub 2015 Mar 13. PubMed PMID: 25690491.

Khatri P, Adeoye O, Kleindorfer DO. [Intraarterial treatment for acute ischemic stroke](#). N Engl J Med. 2015 Mar 19;372(12):1178. doi: 10.1056/NEJMc1501204#SA5. PubMed PMID: 25785983.

[Manage My Bibliography »](#)

Collections

Collection Name	Items	Settings/Sharing	Type
Favorites	edit 0	Private	Standard
My Bibliography	edit 139	Public	Standard
Other Citations	edit 0	Private	Standard

[Manage Collections »](#)

Filters

Filters for:

You do not have any active filters for this database.

[Add filters for the selected database.](#)

[Manage Filters »](#)

SciENCv

[Click here](#) to create a new CV.

Recent Activity

Time	Database	Type	Term
12:18 PM	Books	record	My Bibliography - My NCBI Help

Adding Publications?

- Helpful YouTube video
 - <https://www.youtube.com/watch?v=9gApmLHdCSM>

Top 5 Contributions to Science

- Describe up to 5 of your most significant contributions to science, and for each:
 - Historical background that frames the problem
 - The central findings
 - Influence of the findings on progress of science
 - Your specific role in the work
- Each one no more than ½ page, including figures and citations
- Up to 4 peer-reviewed publications or other non-publication research products
 - ie patents

But...what do I put here?

- May be hard for early career researchers
- Review your CV and your research projects
 - What did the team do and what did you do?
 - What did you learn from what you did?
- It's ok as an early career investigator to NOT have 5 contributions
 - Most early career will only have 2-3 at most

Some examples:

C3. Research tools: I have applied engineering tools and approaches to all aspects of my work. Recently, I developed a new method of time series data analysis that addresses the common problem of how to compare “curves” of neurophysiological or other data. The paper and accompanying dataset and software allows scientific audiences to address this problem in a general way, identifying differences between curves without introducing bias or reducing power by assuming time windows (Figure 3). Based on interest from researchers in the United Kingdom, Belgium, and France who have already successfully applied the software to their own data, I believe it has the potential to be incorporated into statistical packages or other software.

- McKay JL, Welch TDJ, Vidakovic B, Ting LH, 2013.** Statistically-significant contrasts between EMG waveforms revealed using wavelet-based functional ANOVA. *Journal of Neurophysiology* 109: 591-602. PMID: 3545469.
- McKay JL, Welch TDJ, Vidakovic B, Ting LH, 2013.** wfANOVA demo.zip. doi:10.15139/S3/11921. This file includes experimental data and Matlab code to recreate the primary data figure in McKay, et al., 2013. Archive: <http://arc.irss.unc.edu/dvn/dv/jlucasmckay>
- McKay JL, 2012.** Dataset S1.csv. doi:10.15139/S3/11922. This file includes musculoskeletal models used in McKay and Ting, 2012. Archive: <http://arc.irss.unc.edu/dvn/dv/jlucasmckay>

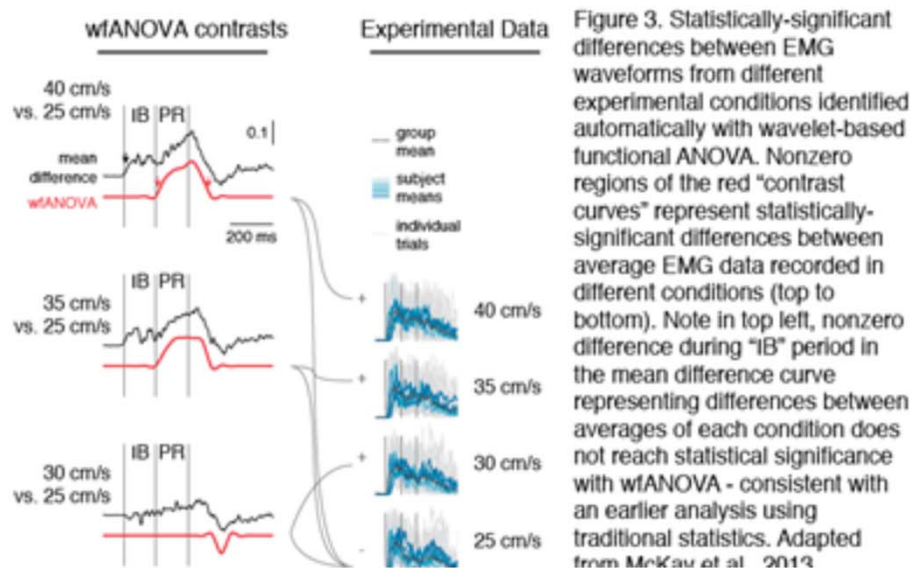


Figure 3. Statistically-significant differences between EMG waveforms from different experimental conditions identified automatically with wavelet-based functional ANOVA. Nonzero regions of the red “contrast curves” represent statistically-significant differences between average EMG data recorded in different conditions (top to bottom). Note in top left, nonzero difference during “IB” period in the mean difference curve representing differences between averages of each condition does not reach statistical significance with wfANOVA - consistent with an earlier analysis using traditional statistics. Adapted from McKay et al. 2013

3. **Rt-PA utilization and eligibility remains low among ischemic stroke patients:** I became interested in the utilization of and eligibility for rt-PA in 2004, when I first published the concept that only 8% of ischemic stroke patients in a population are eligible for rt-PA (analyzed within the GCNKSS described above). I then explored the utilization of rt-PA across the US by analyzing administrative datasets through a grant I received from the CDC. Based on this data, I participated in a lobbying effort to the Center for Medicare and Medicaid Services, to increase the reimbursement to hospitals to cover the increased costs of caring for these sicker patients. This was approved, and the reimbursement nearly doubled. We had hoped that this would incentivize hospitals to treat more with rt-PA. However, when we re-analyzed these rates from 2005-2009, we found a significant increase in treatment rates, occurring when the Joint Commission began certifying primary stroke centers (late 2004) and before the improved reimbursement (2006) took effect. Since then we have performed geographic analyses of treatment and access to treatment, and analyses of eligibility with the expanded time window. I recently submitted an NIH R01 application as a multiple PI with Dr. Adeoye to evaluate the impact of the newly created Comprehensive Stroke Centers on the utilization of rt-PA, as well as other performance metrics.

- 1) Adeoye O, Albright KC, Carr BG, Wolff C, Mullen MT, Abruzzo T, Ringer A, Khatri P, [Branas C](#), [Kleindorfer D](#). Geographic Access to Acute Stroke Care in the United States. *Stroke*. 2014 Oct;45(10):3019-24. PMID:25158773.
- 2) De los Ríos La Rosa F, [Khoury J](#), [Kissela B](#), [Flaherty ML](#), [Alwell K](#), [Moomaw CJ](#), [Khatri P](#), [Adeoye O](#), [Woo D](#), [Feroli S](#), [Kleindorfer D](#). Eligibility for IV rt-PA within a Population: The Effect of the ECASS III Trial. *Stroke*. 2012 Jun;43(6):1591-5. PMID: 22442174
- 3) Adeoye O, [Khatri P](#), [Hornung R](#), [Kleindorfer D](#). Recombinant Tissue Plasminogen Activator Use for Ischemic Stroke in the United States: A Doubling of Treatment Rates Over Five Years. *Stroke*, 2011 Jul;42(7):1952-5. PMID:21636813
- 4) [Kleindorfer D](#), [Lindsell C](#), [Brass L](#), [Koroshetz W](#), [Broderick JP](#). National US Estimates of Rt-PA Use: ICD-9 Codes Substantially Underestimate. *Stroke*. 2008 Mar;39(3):924-

4. Public awareness of stroke is poor, especially among those at highest risk. I also have a strong interest in educating the public about stroke warning signs, risk factors, and prevention efforts. The now internationally-used “FAST” mnemonic was created in Cincinnati, and I have studied the sensitivity of this messaging, and championed its use across the country. Most recently I was the primary content expert on-set for the American Stroke Association national Ad Council TV and radio public service announcement campaigns. I am also interested in behavioral interventions, and received funding from a private foundation (Hazel K. Goddess Fund for Stroke Research in Women) to evaluate the efficacy of utilizing beauticians to educate black women about stroke during their hair appointments. This successful program teaching warning signs to high-risk black women and their families was featured in hundreds of national and international media outlets.

- 1) **Kleindorfer D**, Miller R, Moomaw CJ, Alwell K, Broderick JP, [Khoury J](#), Woo D, Flaherty ML, [Zakaria T](#), Kissela BM. Designing a Message for Stroke Public Education: Does “FAST” Capture Enough Stroke? *Stroke* Oct 2007; 38(10): 2864-68.
- 2) **Kleindorfer D**, Miller R, Sailor-Smith S, Moomaw CJ, [Khoury J](#), Frankel M. The Challenges of Community-Based Research: The [Beautyshop](#) Stroke Education Project. *Stroke*. 2008 Aug;39(8):2331-5.
- 3) **Kleindorfer D**, [Khoury J](#), Broderick JP, Rademacher E, Woo D, Flaherty ML, Alwell K, Moomaw CJ, Schneider A, Pancioli A, Miller R, Kissela BM. Temporal Trends in Public Awareness of Stroke Warning Signs, Risk Factors, and Treatment. *Stroke*. 2009 Jul;40(7):2502-6. [Epub](#) 2009 Jun 4.
- 4) **Kleindorfer D**, Lindsell C, Moomaw CJ, Alwell K, Woo D, Flaherty ML, Adeoye O, [Zakaria T](#), Broderick JP, Kissela BM. Which Stroke Symptoms Prompt a 911 Call? *Am J Emerg Med*. 2010 Jun;28(5):607-12. [Epub](#) 2010 Jan 28. PMID:20579558

Please see the following URL for a link to my complete publications (22 1st author, 22 senior other, 87 secondary author and one international guideline statement).

<http://www.ncbi.nlm.nih.gov/sites/myncbi/dawn.kleindorfer.1/bibliography/41148132/public/?sort=date&direction=ascending>

Arrogant vs. Confident?

- Make sure the magnitude of your accomplishments align with your tangible contributions
- Never misrepresent any facts
 - List all publications as they can be found in searchable databases
- Lean towards humility if in doubt
 - Reviewers will like you more
 - But be sure to state your case so they understand!
 - External reviewers are key here

Biosketch Section D: Research Support

- Get your grants management office to help you here
- Separate ongoing from completed research
- Designate federal/non-federal support
- Don't include pending proposals

K23 NS049463 (PI: Kleindorfer)
1/31/2011
NIH

2/15/2006 –

“The Effect of Socioeconomic Status on Outcome after Stroke”

The major goal of this project is to study the impact of socioeconomic factors on functional outcome and quality of life after stroke.

Role: Principal Investigator

Helpful links

- **NIH form pages and instructions:**
- <http://grants.nih.gov/grants/funding/424/index.htm>
- **NIH FAQ Page:**
- http://grants.nih.gov/grants/policy/faq_biosketches.htm