**Key Project Milestones Checklist by PGY Level**

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| **Level** | **Milestone** | **Deadline** |
| PGY1 | * Resident has completed CITI training * Resident has identified a research project or question/mentor * Resident has conducted a literature review with help from a clinical librarian * Resident has early discussions with statistician * Resident has submitted their IRB proposal (if still necessary) | * Fall * January * Second half of first year into PGY2 year * Second half of first year into PGY2 year * June |
| PGY2 | * Resident has conducted a literature review with help from a clinical librarian * Resident has IRB approval (if still necessary) * Resident has early discussions with statistician * Research is in progress and collecting data | * PGY1-early PGY2 year * August (please aim to do before summer, esp if you have your rotation early on in PGY2 year) * Second half of first year into PGY2 year * Entire PGY2 year |
| PGY3 | * Resident is finalizing data collection and analysis * Resident, mentor, and statistician meet to interpret and frame findings * Resident submits abstract(s) to local, regional and/or national conferences * Resident prepares poster/platform presentations | * July-September * September-October * November-February * February-March |