
Policy Title: Resident Recruitment



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PURPOSE

To ensure programs select from among eligible applicants based on their preparedness, ability, aptitude, academic credentials, communication skills, and personal qualities including motivation and integrity. Programs will not discriminate with regard to gender, race, age, religion, color, sexual orientation, gender identity, national origin, disability, veteran status or another applicable legally protected status. In order to determine that all candidates making application for openings in the residency programs meet the necessary qualifications, the selection of residents for each program is coordinated with ERAS (Electronic Resident Application System).

DEFINITIONS

ECFMG Number: The identification number assigned by the Educational Commission for Foreign Medical Graduates (ECFMG) to each international medical graduate physician who receives a certification from ECFMG.

Resident: Any physician in an accredited graduate medical education program, including interns, residents, and fellows.

Transfer resident: Residents are considered as transfer residents under several conditions including: moving from one program to another within the same or different sponsoring institution. The term 'transfer resident' does not apply to a resident who has successfully completed a residency and then is accepted into a subsequent residency or fellowship program.

POLICY

A. Residency Program Eligibility

1. Applicants with one of the following qualifications are eligible for appointment to accredited residency programs.
 - a. Graduates of medical schools in the United States and Canada accredited by the Liaison Committee on Medical Education (LCME).
 - b. Graduates of colleges of osteopathic medicine in the United States accredited by the American Osteopathic Association (AOA).
 - c. Graduates of medical schools outside the United States or Canada who meet one of the following qualifications:
 - i. holds a currently valid certificate from the Educational Commission for Foreign Medical Graduates (ECFMG) prior to appointment, or
 - ii. holds a full and unrestricted license to practice medicine in a United States licensing jurisdiction in his or her current specialty/subspecialty program

2. All prerequisite post-graduate clinical education required for initial entry or transfer into ACGME-accredited residency programs must be completed in ACGME-accredited residency programs, or in Royal College of Physicians and Surgeons of Canada (RCPSC)- accredited or College of Family Physicians of Canada (CFPC)- accredited residency programs located in Canada. Residency programs must receive verification of each applicant's level of competency in the required clinical field using ACGME or CanMEDS Milestones assessments from the prior training program.
3. A physician who has completed a residency program that was not accredited by ACGME, RCPSC, or CFPC may enter an ACGME-accredited residency program in the same specialty at the PGY-1 level and, at the discretion of the program director at the ACGME-accredited program may be advanced to the PGY-2 level based on ACGME Milestones assessments at the ACGME-accredited program. This provision applies only to entry into residency in those specialties for which an initial clinical year is not required for entry.

B. Eligibility Requirements – Fellowship Programs

1. ACGME-Accredited Fellowship Programs

Physicians eligible for entry into ACGME-accredited fellowship programs must have completed an ACGME-accredited residency program in an appropriately related specialty prior to enrollment as a fellow.

All required clinical education for entry into ACGME-accredited fellowship programs must be completed in an ACGME-accredited residency program, or in an RCPSC-accredited or CFPC- accredited residency program located in Canada. Exceptions to this requirement may be granted in accordance with ACGME program requirements and/or approval of the Graduate Medical Education Committee (GMEC).

2. Non-ACGME-Accredited Fellowship Programs

Physicians eligible for entry into non-ACGME-accredited fellowship programs must be:

- a. Graduates of a medical school in accordance with Section A.1 above; and
- b. Graduates of a residency program substantially equivalent to an ACGME-accredited residency program in the related core specialty.

C. Passage of Medical Licensing Examinations

Physicians eligible for entry into any UT Southwestern GME program must demonstrate appropriate compliance with the UTSW GME *Passage of Medical Licensing Examinations* policy.

D. Resident Selection

- a. Programs will select from among eligible applicants based on their preparedness, ability, aptitude, academic credentials, communication skills, and personal qualities such as motivation and integrity. Programs will not discriminate with regard to gender, race, age, religion, color, sexual orientation, gender identity, national origin, disability, or veteran status.
- b. Where available, programs should participate in an organized matching program, such as the National Resident Matching Program (NRMP), San Francisco Match or Urology Match.

E. Reasonable accommodations

Reasonable accommodations will be made to facilitate employment opportunities for those individuals who are physically or mentally disabled. Such accommodations may include job restructuring, part-time or modified work schedules, work site alterations, acquisition or modification of equipment or devices, and qualified readers or interpreters.

F. Resident's Transferring

- a. Before accepting a resident who is transferring from another program, the program director must obtain written or electronic verification of previous educational experiences and a summative competency-based performance evaluation of the transferring resident.

- b. UT Southwestern Programs Directors must provide timely verification of residency education and summative performance evaluations for residents who leave the program prior to completion.
- c. UT Southwestern Program Directors are to ensure compliance of specialty specific requirements in addition to those outlined in the Common Program Requirements.
- d. In addition, the program director of the previous program must provide, in writing, any time *off* the resident had during their training experience at the previous program.

G. Accepting a Candidate outside the Match*

All programs should consult their NRMP match participation Agreement and the NRMP Policies and Procedure for Waiver Requests available on the NRMP website at www.nrmp.org.

*UT Southwestern strictly adheres to NRMP policy. Please contact the GME Office with any questions. Programs contacted by the NRMP regarding quotas, waivers, allegations, investigations, or for any other reason should contact the GME Office immediately.