

Marshfield Clinic Residency/Fellowship Program Graduate Medical Education Policy

Subject: Eligibility and Selection of Residents

Revision Effective: July 3, 2017

Date(s) Approved: September 13, 2017

Key Words:

**Approved By: Graduate Medical
Education Committee (GMEC)**

This policy applies to all GME training programs sponsored by the Marshfield Clinic Residency/Fellowship Program.

PURPOSE:

This policy explains the eligibility and resident selection process followed by Marshfield Clinic.

BACKGROUND:

The Marshfield Clinic Residency/Fellowship programs will enroll only those eligible for postgraduate residency training. All applicants must apply through the Electronic Residency Application Service (ERAS) or other application tools to be considered for residency and fellowship positions.

DOCUMENT BODY:

The final selection of residents in all programs will rest with the program director and/or DIO based on the following eligibility criteria:

1. U.S. Graduates:

- A. The applicant is a graduate from a medical school in the U.S. or Canada whose programs are accredited by the Liaison Committee on Medical Education (LCME), or the American Osteopathic Association.
- B. The applicant must provide when available:
 - ✓ A Dean's letter
 - ✓ At least two medical school reference letters
 - ✓ Medical school transcript
 - ✓ USMLE Transcript from Step 1 and Step 2 and Step 2 Clinical Skills (CS)
 - ✓ COMLEX scores (for Osteopathic applicant)
- C. Applicants may be required to present for a personal interview.

2. U.S. International Medical Graduates:

- A. The applicant is a United States citizen who attended medical school outside the United States or Canada whose school is recognized for Wisconsin licensure.
- B. The applicant must show proof of eligibility by providing:
 - ✓ A certificate from the Educational Commission for Foreign Medical Graduates (ECFMG)

- C. The applicant must also provide:
- ✓ A medical school diploma or 5th Pathway certificate
 - ✓ A Dean's letter
 - ✓ Two or more medical school reference letters
 - ✓ Medical school transcript
 - ✓ USMLE transcript from Step 1, Step 2 and Step 2 Clinical Skills (CS)
 - ✓ if applicable, Step 3

D. Applicants may be required to present for a personal interview.

3. International Medical Graduates:

A. Applicants who are non-U.S. citizens who have attended medical school outside of the U.S. or Canada whose school is recognized for Wisconsin's licensure.

B. The applicant must show proof of eligibility by providing:

- ✓ A certificate from the Educational Commission for Foreign Medical Graduates (ECFMG)

C. The applicant must provide:

- ✓ Medical school diploma
- ✓ A Dean's letter
- ✓ Two or more medical school reference letters
- ✓ Medical school transcripts
- ✓ USMLE Transcript from Step 1, Step 2 and Step 2 Clinical Skills (CS)
- ✓ if applicable, Step 3

D. Applicants may be required to present for a personal interview.

E. Visa Eligibility

- ✓ J1 – ECFMG Certificate
- ✓ H1B – ECFMG Certificate and a passing USMLE Step3 score

F. If there is a question regarding the eligibility of an applicant, the final decision will rest with the Director, Division of Education.

G. Marshfield Clinic will participate in the National Resident Matching Program and abide by its rules and regulations.

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