

## Selection Process for Applicants to ACGME Residency Program(s) Policy

### 1. SCOPE

- 1.1. System-wide
  - Residents and Fellows
- 1.2. Facilities and departments included in the scope listed above are further defined in the [Scope Definition Resource Guide](#) if not specifically outlined above.

### 2. DEFINITIONS & EXPLANATIONS OF TERMS

- 2.1. Abbreviations
  - ACGME: Accreditation Council for Graduate Medical Education
  - AOA: American Osteopathic Association
  - DIO: Designated Institutional Official
  - ERAS: Electronic Residency Application Service
  - GMEC: Graduate Medical Education Committee
  - LCME: Liaison Committee on Medical Education
  - MCHS: Marshfield Clinic Health System
  - NRMP: National Residency Matching Program
  - PGY: Post Graduate Year
- 2.2. Definitions
  - Fifth Pathway Program: An academic year of supervised clinical education provided by an LCME-accredited medical school to students who meet the following conditions: applicants have completed all of the formal requirements of the foreign medical school except internship and/or social service.

### 3. POLICY BODY

**Purpose Statement:** This policy provides the process residency applicants must navigate to procure a position in a residency program.

The selection process outlays the approach taken to select applicants who will be successful in our programs and community.

#### 3.1. The Selection Process

a. The selection process involves the following: Marshfield Clinic, ACGME and NRMP. There are three categories of programs participating in the Match:

- Categorical
  - Programs begin in the PGY-1 year and provide the training required for board certification in medical specialties.
- Advanced
  - Programs begin in the PGY-2 year after a year of prerequisite training.
- Physician
  - Programs reserved for physicians who have had prior graduate medical education.

Physician programs are not available to senior U.S. medical students.

b. The NRMP is not an application service or a job placement service. Applicants must apply directly to residency programs in addition to registering for the Match. Most programs participate in the ERAS, which transmits residency applications to program directors via the Internet. **Applicants must register with both NRMP and ERAS to participate in the services of each.**

#### 3.2. Resident Eligibility

a. Applicants with one of the following qualifications are eligible for appointment to programs:

- Graduates of medical schools in the United States and Canada accredited by the LCME.
- Graduates of colleges of osteopathic medicine in the United States accredited by the AOA.
- Graduates of medical schools outside the United States and Canada who meet one of the following qualifications:
  - Have received a currently valid certificate from the Educational Commission for Foreign Medical Graduates (ECFMG) prior to appointment.

- Have a full and unrestricted license to practice medicine in a United States licensing jurisdiction in which they are training.
- Graduates of medical schools outside the United States who have completed a Fifth Pathway program provided by an LCME-accredited medical school.

### 3.3. Resident Selection

- a. The Sponsoring Institution must ensure that its ACGME accredited programs select from among eligible applicants on the basis of residency program-related criteria such as their preparedness, ability, aptitude, academic credentials, communication skills, and personal qualities such as motivation and integrity. ACGME-accredited programs must not discriminate with regard to sex, race, age, religion, color, national origin, disability, or any other applicable legally protected status.
- b. In selecting from among qualified applicants, it is strongly suggested the Sponsoring Institution, and all of its programs, participate in an organized matching program such as the NRMP, where such is available.

### 3.4. Resident Transfers

- 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. A program director must provide timely verification of residency education and summative performance evaluations for residents who leave the program prior to completion.

### 3.5. Appointment of Fellows and Other Learners

- a. The presence of other learners (including, but not limited to, residents from other specialties, subspecialty fellows, PhD students, and nurse practitioners) in the program must not interfere with the appointed residents' education. The program director must report the presence of other learners to the DIO and GMEC in accordance with sponsoring institution guidelines.

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#### 4. ADDITIONAL RESOURCES

4.1. References:

- [ACGME Institutional Requirements \(Section 1.A\)](#)
- [National Residency Match Program \(NRMP\)](#)
- [Electronic Residency Application Service \(ERAS\)](#)

4.2. Supporting documents available:

- None

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**5. DOCUMENT HISTORY**

Version No.	Revision Description
1.0	Reformatted and migrated to DCS. Previous approval history: September 13, 2017 by GMEC
2.0	
3.0	

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**6. DOCUMENT PROPERTIES**

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