Resident & Fellow Eligibility and Selection Policy

Purpose: The University of Washington School of Medicine Eligibility and Selection Policy is designed to ensure fair and consistent consideration and decision-making for all applicants to UW GME residency and clinical fellowship training programs. Recruitment and appointment of residents and fellows to UW programs is performed by the respective program director, faculty and department chair under the oversight of the Graduate Medical Education Committee (GMEC) and the Office of Graduate Medical Education.

Eligibility: Program directors must comply with the criteria for resident/fellow eligibility as defined in the Institutional Requirements [IR IV.A.] and as further specified by the Common Program Requirements [CPR III.A] and applicable specialty-specific program requirements. Applicants must meet one of the following qualifications to be eligible for appointment to an ACGME-accredited program:

1. graduation from a medical school in the United States or Canada, accredited by the Liaison Committee on Medical Education (LCME); or,
2. graduation from a college of osteopathic medicine in the United States accredited by the American Osteopathic Association (AOA); or,
3. graduation from a medical school outside of the United States or Canada, and meeting one of the following additional qualifications:
   a. holds a currently valid certificate from the Educational Commission for Foreign Medical Graduates prior to appointment, or,
   b. holds a full and unrestricted license to practice medicine in a US licensing jurisdiction in his or her current ACGME specialty/subspecialty program or,
   c. has graduated from a medical school outside the United States and has completed a Fifth Pathway program provided by an LCME-accredited medical school.

Effective July 1, 2016, new eligibility requirements for prerequisite training for entry or transfer into ACGME-accredited residency programs and fellowship programs will take effect. These are detailed in the Common Program Requirements and the One-Year Common Program Requirements, both effective July 1, 2016. Also see Resident/Fellow Eligibility FAQs for more information:

- **Residency Programs:** 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 [CPR III.A.1.a)].

  Specific exceptions to the above may apply [CPR III.A.1.b) – d)].

- **Fellowship Programs:** 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. Fellowship programs must receive verification of each entering fellow’s level of competency in the required field using ACGME or CanMEDS Milestones assessments from the core residency program (CPR III.A.2).

A Review Committee may grant an exception to the fellowship eligibility requirements [CPR III.A.2.b]. Program directors must refer to the list of Eligibility Exception Decisions by Specialty to see if a request for an exception to the eligibility criteria may be made by the program.

In addition, program directors must ensure that candidates are eligible for a Washington (or other applicable) state provider license (see Licensing Policy), be authorized to work in the United States at the time of appointment, and meet applicable essential abilities requirements of the program.

**Application:** All UW GME training programs are required to use the Electronic Residency Application Service (ERAS®) or other centralized application service if available in their discipline to receive and accept applications to the program. Programs in disciplines that do not use a centralized service may have applicants apply directly to the program. The list of Participating Specialties and Programs is available on the ERAS website.

**Interview:** Applicants invited to interview for a resident/fellow position must be informed in writing or by electronic means, of the terms, conditions, and benefits of their appointment to the ACGME-accredited program, as well as all institutional and program policies regarding eligibility and selection for appointment, either in effect at the time of the interview or that will be in effect at the time of their eventual appointment. This includes financial support; vacations; parental, sick, and other leaves of absence; and professional liability, hospitalization, health, disability and other insurance accessible to residents/fellows and their eligible dependents. All terms, conditions, and benefits of the potential appointment are described in the Residency and Fellowship Position Appointment, which are available by January 15th of each year and effective for the following academic year. These resources are posted on the Prospective Residents and Fellows page on the GME website.

**Selection:** Programs must select trainees among eligible applicants on the basis of training program-related criteria such as their preparedness, ability, aptitude, academic credentials, communication skills, and personal qualities such as motivation and integrity, as well as professionalism. Programs must not discriminate with regard to sex, race, age, religion, color, national origin, disability, or any other applicable legally protected status.

Before accepting a resident/fellow who has completed residency and/or fellowship training at UW or an outside training program, or who is transferring from another program, the program must obtain verification of previous educational experiences and a summative competency-based performance evaluation of the transferring resident, as outlined in the UW GME Transfer Policy.

International Medical Graduates (IMGs): Graduates of medical schools outside the US and Canada (IMGs) are required to have passed all examinations required for ECFMG Certification, including USMLE Steps 1 and 2 (CK and CS) or their equivalents, before they may be considered for final selection to a residency or fellowship training program.

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^1 Non-US citizens must possess appropriate work authorization prior to their appointment to a UW GME program. Additional requirements or restrictions may apply for positions depending on source of funding, such as grants awarded by the National Institutes of Health (NIH).
Matching: All UW GME training programs are required to participate in the National Residency Matching Program (NRMP) Match, San Francisco Match (SF Match), or other organized matching program where such is available in their discipline and to the fullest extent possible.

NRMP Match: The NRMP All In Policy requires any program participating in the Main Residency Match to register and attempt to fill all positions through the Main Residency Match or another national matching plan. This includes all positions that may begin at the PGY-1 or PGY-2 level. The NRMP will only consider certain exceptions. The All In Policy does not apply to the Specialties Matching Service.

NRMP Match: Program directors and administrators are required to review the terms and conditions of the applicable Match Participation Agreement for their specialty each year and comply with applicable Match policies and the Match Commitment, which addresses violations of NRMP Policy.

As noted in the Match Participation Agreement, program directors are prohibited from offering positions to ineligible applicants, and must use the Applicant Match History in the Registration, Ranking, and ResultsSM (R3SM) System to determine an applicant's eligibility for appointment.

Program directors are reminded, per the Match Participation Agreement, that it is a breach of the applicable Match Participation Agreement for: (a) a program to request applicants to reveal ranking preferences; (b) an applicant to suggest or inform a program that placement on a rank order list or acceptance of an offer during the Supplemental Offer and Acceptance ProgramSM (SOAPSM) is contingent upon submission of a verbal or written statement indicating the program's preferences; (c) a program to suggest or inform an applicant that placement on a rank order list or a SOAPSM preference list is contingent upon submission of a verbal or written statement indicating the applicant's preference; (d) a program to require applicants to reveal the names or identities of programs to which they have or may apply; or (e) program and an applicant in the Matching Program to make any verbal or written contract for appointment to a concurrent year residency or fellowship position prior to the release of the List of Unfilled Programs.

Match Participation Waiver:

In the event that a program participating in the NRMP Specialties Match Service, SF Match, or other organized matching program wishes to accept a candidate outside of the Match, the program must request a waiver from full participation in the Match. Waiver requests are made to the GMEC and include:

- the number of positions to be offered outside the Match and positions in the Match;
- a detailed description of the program's application and selection process for applicants accepted outside of the Match; and
- confirmation that candidates being considered for positions outside the Match will not be interviewed as part of the official NRMP, SF Match or other matching process, and are not currently registered for the Match.

Waivers are time-limited and will not be granted for more than 25% of available positions (or 1 position for programs with less than 4 first year positions) in the program.