


Title: Graduate Medical Education - Resident Recruitment, Eligibility and Selection - Policy

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I. Policy Statement

- A. The purpose of this policy is to set forth criteria, standards, and requirements for selecting new residents, as directed in the Accreditation Council for Graduate Medical Education (ACGME) common program requirements.
- B. This policy is important because physicians selected as residents must be eligible to practice as professionals as indicated by institutional and ACGME requirements and standards. Compliance with ACGME requirements is necessary for continued institutional and program accreditation.

II. Definitions

- A. International Medical Graduate (IMG) - A physician whose basic medical degree is conferred by a medical school located outside the US, Canada, or Puerto Rico.
- B. Resident – Resident means an intern, resident, or fellow who is formally accepted, enrolled, and participating in an approved MUHC medical training program. (based on CMS Guidelines for Teaching Physicians, Interns, and Residents and ACGME Glossary of Terms).

III. Process/Content

- A. Programs must select applicants on the basis of preparedness, ability, aptitude, academic credentials, communication skills, and personal qualities, such as motivation and integrity.
- B. Discrimination by gender, race, age, religion, color, national origin, disability, or any other applicable legally protected status is prohibited.
- C. Each program director must verify that candidates meet all ACGME requirements, Missouri State Board of Healing Arts licensing criteria, and immigration requirements, if applicable, before ranking the candidate in the Match or offering the candidate a position.
- D. The acceptance of unqualified candidates can lead to withdrawal of accreditation by the ACGME.

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- E. The primary verification process for new United States medical graduates consists of the following activities:
 - 1. Application for residency through the Electronic Residency Application Service (ERAS) serves as primary verification.
 - 2. Minimum documentation required includes:
 - a. Proof that the applicant is a graduate of a Medical Doctor (MD) or Doctor of Osteopathic Medicine (DO) medical school in the US or Canada which is accredited by the Liaison Committee on Medical Education (LCME) or the American Osteopathic Association (AOA), respectively.
 - b. Medical School Transcript
 - c. At least three letters of reference, as well as a letter from the Dean of the Medical School from which the candidate graduated.
 - d. United States Medical Licensing Examination (USMLE) scores.
- F. The primary verification process for graduates of international medical schools (IMG) consists of the following activities:
 - 1. IMG's must hold one of the following, or be issued, one of the following if not a US citizen:
 - a. J-1 visa (exchange visitor)
 - b. H-1B visa (temporary worker)
 - c. Green card
 - d. Immigration and Naturalization Services (INS) issued and approved work permit.
 - e. Other visas may be applicable and should be discussed with the Office of Graduate Medical Education.
 - 2. Have a full, unrestricted license to practice medicine in the State of Missouri or hold an Educational Commission on Foreign Medical Graduates (ECFMG) Standard Certificate, which is a prerequisite to practice medicine in the US and is an eligibility requirement to take Step 3 of USMLE.
 - 3. A standard ECFMG Certificate is used for an applicant who meets the examination requirements, fulfills the medical education credentialing requirement, and clears their financial account with ECFMG. This certificate is considered valid if the "valid through" dates of the English test and Clinical Skills Assessment (CSA) is not later than the program start date.

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- a. In order for an applicant to obtain permanent validation of the certificate,

ECFMG must receive documentation from an official of the program confirming the applicant's entry to the program. At that time ECFMG will provide a "valid indefinitely" sticker to the holder of the certificate.

G. Residents entering a program with prior training:

1. In addition to the requirements listed above, a resident entering a program after completing training in another program requires:
 - a. A letter from the program director of the resident's prior training program indicating that the resident was in good standing.
 - b. Written or electronic verification of previous educational experiences.
 - c. A summative, competency-based performance evaluation of the transferring resident.

H. Individuals entering a fellowship:

1. Physicians entering a fellowship program need, in addition to the requirements listed above, the following:
 - a. A letter from the program director of the resident's previous program indicating that the fellow candidate has successfully completed the residency program.
 - b. Verification that the completed residency program is accredited and meets the ACGME requirements for entry into that particular fellowship.
 - c. A reference letter from the hospital where the physician previously practiced and a National Practitioners Data Bank (NPDB) query if the fellowship start date is not immediately after residency completion.

I. Restrictive Covenants

1. ACGME accredited programs must not require residents to sign a noncompetition clause.

IV. Attachment

Not Applicable

V. References, Regulatory References, Related Documents, or Links

Not Applicable