

Title: Resident and Fellow Recruitment & Appointment Policy

Reference(s): ACGME Institutional and Common Program Requirements; UTRGV Handbook of Operating Procedures (ADM04-202)

I. Purpose

To ensure that University of Texas Rio Grande Valley (UTRGV) School of Medicine (SOM) sponsored graduate medical education (GME) programs select from among eligible applicants based on their preparedness, ability, academic credentials, communication skills and personal qualities. In compliance with all federal and state laws and regulations, the University of Texas System, and Institutional policy, no person shall be subject to discrimination in the process of resident selection with regard to race, color, national origin, sex, age, religion, disability, sexual orientation, gender identity or expression, genetic information, veteran status, or other legally protected status.

II. Definitions

- A. *Resident:* Any learner in an accredited graduate medical education program, including interns, residents, and fellows.
- B. *ECFMG Number:* The identification number assigned by the Educational Commission for Foreign Medical Graduates (ECFMG) to each international medical graduate physician who receives a certificate from ECFMG.
- C. *Transfer resident:* Residents are considered “transfer residents” under several conditions, including: moving from one program to another within the same or different Sponsoring Institution and within the same or a different specialty; when entering a program requiring a preliminary year at the postgraduate year (PGY)-2 level, even if the resident was simultaneously accepted into the preliminary PGY-1 program and the PGY-2 program as part of the Match.

The term does not apply to a resident who has successfully completed a residency and then is accepted into a subsequent residency or fellowship.

III. Policy

A. Residency Program Eligibility

- 1. Applicants must meet one of the following qualifications to be eligible for appointment to an Accreditation Council for Graduate Medical Education (ACGME)-accredited program [CPR- R 3.2]
 - a. Graduation from a medical school in the United States (US), accredited by the Liaison Committee on Medical Education (LCME) or graduation from a college of Osteopathic medicine in the US, accredited by the Association Commission on Osteopathic College Accreditation (AOACOCA); or
 - b. Graduation from a school of medicine outside of the US, and meeting one of the following additional qualifications [CPR-R 3.2.a]:

- i. Holds a currently valid certificate from ECFMG prior to appointment; or,
 - ii. Holds a full and unrestricted license to practice medicine in a US licensing jurisdiction in his or her current ACGME specialty/subspecialty program; [CPR-R 3.2.b.] or,
- 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, American Osteopathic Association (AOA)-approved residency programs, Royal College of Physicians and Surgeons of Canada (RCPSC)-accredited or College of Family Physicians of Canada (CFPC)-accredited residency programs located in Canada, or in residency programs with ACGME International (ACGME-I) Advanced Specialty Accreditation. [CPR-R 3.3.]

B. Fellowship Program Eligibility

- 1. Each Review Committee will select one of the following options for eligibility [CPR-F 3.1.]:
 - a. Option 1: All required clinical education for entry into ACGME-accredited fellowship programs must be completed in an ACGME-accredited residency program, and AOA-approved residency program, a program with ACGME-I Advanced Specialty Accreditation, or Royal College of Physicians and Surgeons of Canada (RCPSC)-accredited or College of Family Physicians of Canada (CFPC)-accredited residency programs located in Canada. [CPR-F III.A.1.]
 - b. Option 2: All required clinical education for entry into ACGME-accredited fellowship programs must be completed in an ACGME-accredited residency program or an AOA-approved residency program. [CPR-F 3.2.]
- 2. Board Eligibility: Programs are further required to provide applicants who are offered an interview with information related to their eligibility for the relevant specialty board examinations.

C. Eligibility Exceptions: A Review Committee may allow exceptions to the residency and fellowship eligibility requirements:

- 1. Resident and Fellow Eligibility Exception- An ACGME-accredited residency/fellowship program may accept an exceptionally qualified international graduate applicant who does not satisfy the eligibility requirements listed above by evaluation by the program director and residency selection committee of the ACGME-accredited program and with review and approval by Graduate Medical Education Committee (GMEC) and verification of the ECFMG certification. Further specialty specific requirements will need to be complied with. [CPR-R 3.3.b.-3.3.b.2., and CPR-F 3.2.b.-3.2.b.2.]
 - a. Applicants accepted through this exception must have an evaluation of their performance by the Clinical Competency Committee within 12 weeks of matriculation [CPR-R 3.3.b.2., CPR-F 3.2.b.2.]

D. Passage of Medical Licensing Examinations

1. Physicians eligible for entry into any UTRGV GME program must demonstrate appropriate compliance with the [UTRGV Completion of Licensing Examinations](#) policy.

E. Resident Selection and Appointment

1. All UTRGV GME training programs are required to use the Electronic Residency Application Service (ERAS) to receive and accept applications to the Program; if this is not possible, then the UTRGV GME application must be used.
2. Programs will select from eligible applicants based on their preparedness, ability, academic credentials, communication skills, and personal qualities. In compliance with all federal and state laws and regulations, the University of Texas System, and Institutional policy, no person shall be subject to discrimination in the process of resident selection with regard to race, color, national origin, sex, age, religion, disability, sexual orientation, gender identity or expression, genetic information, veteran status, or other legally protected status.
3. All 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 appointment of the ACGME-accredited program, either in effect at the time of the interview or that will be in effect at the time of their eventual appointment. [IR 4.2.] Information that is provided must include: stipends, benefits, financial support; vacations; institutional policies for parental, medical, caregiver and other leaves of absence; and professional liability coverage, hospitalization, health, disability and other insurance accessible to residents/fellows and their eligible dependents, [IR 4.2.a.-4.2.a.1-3]
 - a. UTRGV must provide resident/fellows with professional liability coverage, including legal defense and protection against awards from claims reported or filed during participation in ACGME-accredited programs, or after completion of the program(s) if the alleged acts or omissions of a resident/fellow are within the scope of the program(s). [IR 4.6.-4.6.a.-b.]
 - b. UTRGV must provide official documentation of the details of liability coverage before the start date of the resident/fellow's appointments and written advance notice of any substantial change to the details of their professional liability coverage [IR 4.6.-4.6.a.-b.]
4. All applicants will be required to complete a Criminal Background Check (CBC) in accordance with UTRGV and the University of Texas System policies prior to beginning residency training.
 - a. Applicants may be required to undergo drug testing or further background checks in accordance with clinical site on-boarding requirements.
 - b. All UTRGV GME training programs will participate in an organized matching program, such as the National Resident Matching Program (NRMP), San Francisco (SF) Match, or the American Urologic Association (AUA) Match.
 - c. Clinical resident/fellow applicants who are not United States citizens must have U.S. Lawful Permanent Resident status, asylee or refugee status, an Employment Authorization Document (EAD), or must obtain a J-1 visa sponsored by ECFMG.

- i. Appropriate visa status or and EAD by August 31st (or within 60 calendar days of the proposed start date for off-cycle programs and residents), participation in the residency/fellowship program will not be permitted.
 - ii. UTRGV will not provide sponsorship of permanent residence for international medical graduates in GME training programs under any circumstances.
- d. Neither UTRGV nor any of its ACGME-accredited programs will require a resident/fellow to sign a non-competition guarantee or restrictive covenant [CPR-R 3.1., CPR-F 3.1.]

F. Resident Transfers

1. Before accepting a resident, who is transferring from another program, the program must obtain verification of previous educational experiences and a summative competency-based performance evaluation prior to acceptance of a transferring resident, and Milestones evaluations upon matriculation. [CPR 3.5.]
2. UTRGV Program Directors must provide timely verification of residency education and summative performance evaluations for residents who leave the program prior to completion.
3. UTRGV Program Directors are to ensure compliance of specialty specific requirements in addition to those outlined in the Common Program Requirements.
4. 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*

1. UTRGV is an “all-in” institution, as classified by the NRMP. All programs should consult their NRMP match participation agreement and the NRMP Policies and Procedures Waiver available on the NRMP website at www.nrmp.org.
2. Residents who are recruited after the Match (e.g., to fill an unfilled accredited position) must be selected in accordance with this policy and in consultation with the UTRGV GME Office.

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