

**Title:** Resident and Fellow Recruitment Policy

**Reference(s):** [ACGME Institutional Requirements](#) (focused revision effective July 1, 2018) [ACGME Common Program Requirements \(Residency\)](#), and [ACGME Common Program Requirements \(Fellowship\)](#) (focused revision effective July 1, 2020);

**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**

*Resident:* Any learner in an accredited graduate medical education program, including interns, residents, and fellows.

*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.

*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 III.A.1] :

a. Graduation from a medical school in the United States or Canada, accredited by the Liaison Committee on Medical Education (LCME) or graduation from a

- college of Osteopathic Association Commission on Osteopathic College Accreditation (AOACOCA); or [CPR-R III.A.1.a)]
- b. Graduation from a school of medicine outside of the United States or Canada, and meeting one of the following additional qualifications [CPR-R III.A.1.b)]:
    - i. Holds a currently valid certificate from ECFMG prior to appointment; or,
    - ii. Holds a full and unrestricted license to practice medicine in a United States licensing jurisdiction in his or her current ACGME specialty/subspecialty program; [CPR-R III.A.1.b).(1)] or,
    - iii. Has graduated from a medical school outside the United States and has completed a Fifth Pathway program provided by an LCME-accredited school. [CPR-R III.A.1.b).(2)]
  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 III.A.2.]
  3. A physician who has completed a residency program that was not accredited by ACGME, AOA, RCPSC, CFPC, or ACGME-I (with advanced Specialty Accreditation) may enter an ACGME-accredited residency program in the same specialty at the PGY-1 level and, at the discretion of the program director of the ACGME-accredited program and with approval by Graduate Medical Education Committee (GMEC), may be advanced to the PGY-2 level based on ACGME Milestones evaluations at the ACGME-accredited program. This provision applies only to entry into residency in those specialties for which an initial clinical year is not required for entry. [CPR-R III.A.3]
- B. Fellowship Program Eligibility
1. Each Review Committee will select one of the following options for eligibility [CPR-F III.A.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 III.A.1.]
  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. [CPR-F II.A.4.a).(9)]
- C. Eligibility Exceptions: A Review Committee may allow exceptions to the residency and fellowship eligibility requirements:
- a. [Eligibility Decisions](#) by Review Committee
  - b. Eligibility Exception criteria for [Residency](#) [CPR-R III.A.4] and [Fellowship](#) [CPR-F III.A.1.c)] programs
- 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

- a. 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.
- b. 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.
- c. 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 his or her eventual appointment. [IR IV.A.3] Information that is provided must include: 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. [IR IV.A.3.a)]
- d. 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.
- e. Non-citizens must have permanent resident status or be eligible for an [ECFMG J-1 Visa](#).
- f. 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.

#### 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 III.C.]
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](http://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.

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\*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.