



## Resident/Fellow Qualification Policy

Effective Date: February 2016	Policy Owner: Graduate Medical Education Administration
Last Review Date: February 2016	Policy Contact: Marsha Sellner
Next Review Date:	ACGME Institutional Requirement #:
Origination Date: February 2016	ACGME Common Program Requirement #:

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### POLICY STATEMENT

#### Eligibility

##### **Residents:**

Prior to their program start date residency program applicants must provide their program with documentation of the following qualifications to be eligible for appointment:

1. Graduation from a medical school in the United States, Canada or Puerto Rico 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 the United States, Canada or Puerto Rico with one of the following:
  - a. A current valid certificate from the Educational Commission for Foreign Medical Graduates (ECFMG), OR
  - b. An unrestricted license or residency permit to practice medicine in Minnesota, OR
  - c. Successful completion of a Fifth Pathway Program in an LCME accredited medical school in the United States; and
4. Passing scores on Steps 1 and 2 (Clinical Knowledge and Clinical Skills) of the United States Medical Licensing Examination (USMLE) or the Comprehensive Osteopathic Medical Licensing Examination (COMLEX).
5. For those trainees entering a program after a Transitional or Preliminary PGY-1 year, a written or electronic verification of previous educational experiences and a summative evaluation of the resident performance addressing the six ACGME competencies.

##### **Fellows:**

*In addition to the previous 5 requirements, fellowship program applicants must also provide their program with documentation of the following qualifications to be eligible for appointment:*

6. Graduation from an appropriate ACGME residency program (Residents who temporarily suspend their residency training to take a subspecialty fellowship position do not have to provide a completion certificate); and
7. A passing score on Step 3 of the USMLE or COMLEX; and
8. A written or electronic verification of previous educational experiences and a summative competency-based performance evaluation of the trainee.

Fellowship program applicants that have not completed an ACGME residency program are not eligible to take USMLE Step 3.

- USMLE Step 3 is not a requirement for them.
- Appointments of non-ACGME residency program graduates are allowed under special circumstances and require the written permission of the Designated Institutional Official (DIO).

**Selection**

1. Programs select from among eligible applicants based on their educational preparedness, ability, aptitude, academic credentials, communication skills and personal qualities such as motivation and integrity.
2. The Medical School does not discriminate with regard to sex, race, color, creed, religion, national origin, age, marital status, disability, public assistance status, veteran’s status or sexual orientation
3. The Medical School participates in the National Residency Matching Program (NRMP). Each accredited residency/fellowship program that participates in the NRMP Match will abide by the rules and regulations of the NRMP. Those programs using other Match programs will abide by their rules and regulations.

**Trainee Transfers**

In accordance with the ACGME’s Common Program Requirements prior to accepting a trainee from another residency or fellowship program the program director must obtain the following:

1. Written or electronic verification of previous educational experiences and a summative competency-based performance evaluation of the transferring resident.
2. Proof that they have passed the USMLE Step 3 or COMLEX **for PG3 residents or higher.**

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

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**REASON FOR POLICY**

To outline specific qualifications required for eligibility and selection of residents/fellows (trainees) entering a TIGMER Graduate Medical Education training program.

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**RESPONSIBILITIES**

**Program Responsibilities**

Monitoring and compliance of the eligibility requirements is expected at the Department/Program Level.

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**ADDITIONAL CONTACTS**

Subject	Contact	Phone	Fax/Email
Primary Contact(s)			
Subject			

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**RELATED INFORMATION**

- [National Residency Matching Program](#)
- [ACGME Common Program Requirements](#)
- [Texas Medical Board License Eligibility Requirements](#)

# HISTORY