

## **RESIDENT ELIGIBILITY AND SELECTION**

The Graduate Medical Education Committee will be responsible for ensuring that programs select from among eligible applicants on the basis of their preparedness, ability, aptitude, academic credentials, communication skills, and personal qualities such as motivation and integrity. Programs must maintain the Allegheny Health Network's (AHN) employment policies which oppose discrimination on the basis of gender, race, color, religion, creed, ethnicity, age, sexual orientation/gender identity, national origin, disability, veteran status, marital status, genetic information or any other category protected by applicable federal, state or local law.

### **INTRODUCTION**

The Allegheny Health Network Medical Education Consortium is committed to providing all residents with a balanced comprehensive professional education which is based on the principles of contemporary adult education. The goal is to create a learning environment in which residents will learn the fundamental principles that govern the practice of medicine, and also develop the clinical skills to provide the full continuity of patient care. This learning environment fosters educational development by incorporating the principles of a commitment to lifelong learning, the value of cooperative, collaborative team work, and the importance of the psychosocial aspects of patient care.

### **PROCEDURE**

#### **Eligibility – Residency Programs**

Applicants with one of the following qualifications are eligible for appointment to accredited residency programs in the Allegheny Health Network Medical Education Consortium (the Consortium). Additional eligibility requirements as defined by the Accreditation Council on Graduate Medical Education's (ACGME) Common Program Requirements within Section III.A must also be followed for ACGME-accredited training programs.

- Graduates of medical schools in the United States and Canada accredited by the Liaison Committee on Medical Education (LCME).
  - Graduates of colleges of osteopathic medicine in the United States accredited by the American Osteopathic Association Commission on Osteopathic College Accreditation (AOACOCA); or an applicant who has completed an internship in an AOA accredited program.
  - Graduates of medical schools outside the United States and Canada who meet one of the following qualifications:
    - Have received a currently valid certificate from the Education Commission for Foreign Medical Graduates (ECFMG) prior to appointment or
    - Have a full and unrestricted license to practice medicine in a U.S. licensing jurisdiction in which the ACGME-accredited program is located.
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- Graduates of medical schools outside the United States who have completed a Fifth Pathway program (as defined by the Accreditation Council on Graduate Medical Education's Institutional Requirement IV.A.2.c).(3)) provided by an LCME-accredited medical school.
- Graduates of colleges of Podiatric Medicine in the United States accredited by the Council of Podiatric Medical Education (CPME).
- Graduates of an American Dental Association accredited dental school - applicants for the OMFS and General Dentistry 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, 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.

### **Eligibility – Fellowship Programs**

Each Review Committee will select one of the following options for program eligibility:

- Option 1: All required clinical education for entry into ACGME-accredited fellowship programs must be completed in an ACGME-accredited residency program, an AOA-approved residency program, a program with ACGME International (ACGME-I) Advanced Specialty Accreditation, or a Royal College of Physicians and Surgeons of Canada (RCPSC)-accredited or College of Family Physicians of Canada (CFPC)-accredited residency program located in Canada.
- 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.

### **Eligibility Exceptions**

A Review Committee may allow exceptions to the residency and fellowship eligibility requirements:

- Eligibility Decisions by Review Committee
  - Eligibility Exception criteria for Residency [CPR III.A.4] and Fellowship [CPR III.A.1.c] programs
  - Exceptions for Exceptionally Qualified Applicants: Eligibility exceptions must be documented in each program's eligibility and selection policy, and any requests for exception must be submitted by the program director in writing to the GMCC for review prior to offering a position to/ranking an applicant. The requests must address the criteria for exception and verify that the program's Clinical Competency Committee will complete an evaluation of applicant's performance within 12 weeks of matriculation.
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## **Employment Eligibility**

All applicants must be legally authorized to work in the United States at the commencement of their Residency Agreement.

- U.S. Citizenship or appropriate visa status – H-1B visas will not be sponsored by the West Penn Allegheny Health System/Saint Vincent Health Center for residency training.\* Determination of eligibility of applicants as related to United States Citizenship and Immigration Services (USCIS) approvals of appropriate non-immigrant visa eligibility will be made based on ECFMG and Department of State (DOS) requirements for the J-1 visa.
  - Resident legal status in the United States is reviewed annually by the Department of Graduate Medical Education and required petitions/applications/renewals are filed according to need. It is the resident's ultimate responsibility to maintain valid non-immigrant status and valid work authorization.
  - Deadlines are meticulously met. Training is not continued if required non-immigrant status and the accompanying eligibility for US employment is not acquired.

## **Resident Selection**

The Graduate Medical Education Committee will be responsible for ensuring that programs select from among eligible applicants on the basis of their preparedness, ability, aptitude, academic credentials, communication skills, and personal qualities such as motivation and integrity. Programs must maintain AHN's employment policies.

In selecting from among qualified applicants, all Consortium-sponsored programs will participate in the National Resident Matching Program (NRMP) or other appropriate matching programs.

Selection of candidates for positions in Consortium-sponsored programs will be based on the following criteria:

- Appropriate academic performance in undergraduate medical education.
  - Letters of recommendation - For fellowship positions, one letter must be from the applicant's current/former residency program director.
  - Letters will be reviewed for evaluation of the candidate's clinical skills, fund of knowledge, leadership skills, quality of research, clinical judgement, and ability to form productive professional relationships with peers, attending physicians, nursing personnel, and ancillary support personnel.
  - Demonstrated scholarly activity - completed abstracts, publications in peer-reviewed journals, presentations at local/regional/national conferences.
  - Current curriculum vitae.
  - Completed application form.
  - Personal interview with the program's faculty and residents.
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Rank list of candidates will be prepared by faculty consensus with final approval by the Program Director

The number of candidates selected each year by the residency programs will be dependent upon the following criteria:

- The program's approved total accredited resident complement.
- The program's total number of Consortium-approved and funded positions.

Allegheny General Hospital, West Penn Hospital, Saint Vincent Hospital and Forbes Hospital understand that the enrollment of non-eligible residents may be a cause for withdrawal of accreditation of the involved program. Therefore, all Consortium-sponsored programs will comply with the established policy and procedures for resident eligibility and selection.

\*Exceptions to this policy must be approved by the Designated Institutional Official.

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