

Policy #: 002.000
Policy Title: Resident Recruitment and Selection
Sponsor: Robert Levine, MD; DIO
Approved by: Graduate Medical Education Committee

Purpose

Florida International University (FIU) recruits and selects applicants who will become resident physicians for Accreditation Council of Graduate Medical Education (ACGME)-accredited residency programs.

This policy addresses ACGME Institutional Requirement *IV.A. 1. Eligibility and Selection of Residents/Fellows*: The Sponsoring Institution must have written policies and procedures for resident/fellow recruitment and appointment, and must monitor each of its ACGME-accredited programs for compliance.

Definitions

Applicant: An MD or DO invited to interview with FIU’s ACGME-accredited programs.

ECFMG Number: The identification number assigned by the Educational Commission of Foreign Medical Graduates (ECFMG) to each international medical graduate physician who receives a certification from ECFMG.

Electronic Resident Application Service (ERAS): The centralized online application service used to deliver residency applications, along with supporting documentation, to residency programs.

International Medical Graduate (IMG): A graduate from a medical school outside the United States and Canada, not accredited by the Liaison Committee on Medical Education. IMGs may be citizens or permanent residents of the United States who do not require visa sponsorship to work in the United States.

LCME: Liaison Committee on Medical Education, which accredits medical education programs leading to the MD degree in the United States and in collaboration with the Committee on Accreditation of Canadian Medical Schools (CACMS), in Canada.

National Resident Matching Program (NRMP): A private, not-for-profit corporation established in 1952 to provide a uniform date of appointment to positions in graduate medical education in the United States. Five organizations sponsor the NRMP: American Board of Medical Specialties, American Medical Association, Association of American Medical Colleges, American Hospital Association, and Council of Medical Specialty Societies.

Background

Applicants must meet certain qualifications for participation and appointment in the accredited residency program; to determine that all applicants meet the necessary qualifications, the selection of residents for the ACGME accredited program is facilitated by

ERAS. The Program Director, in conjunction with the Graduate Medical Education Committee (GMEC), reviews all qualifying applications. Interviews are granted to those applicants thought to possess the most appropriate qualifications, as determined by the program. The Program Director makes the final decision on acceptance ranking.

Policy

Eligibility

Applicants with one of the following qualifications are eligible for appointment to FIU's ACGME-accredited residency programs:

1. Graduates of medical schools in the United States and Canada accredited by the LCME.
2. Graduates of colleges of osteopathic medicine in the United States accredited by the American Osteopathic Association.
3. Graduates of medical schools outside the United States and Canada who meet one of the following qualifications:
 - a. Currently have a valid certificate from the Educational Commission for Foreign Medical Graduates (ECFMG)
 - b. Have a full unrestricted license to practice medicine in a US licensing jurisdiction in his or her current ACGME specialty-/subspecialty program
4. Applicants must also be eligible for appointment at the Miami Veterans Affairs Healthcare System.

Application

1. Candidates must apply to the residency program using the Electronic Resident Application Service (ERAS).
2. Applications will be reviewed by the program and selected applicants will be invited for an interview.

Resident Selection

1. Resident physicians are selected based on FIU's sole discretion, to include preparedness, ability, aptitude, academic credentials, communication skills, and personal qualities as well as but not limited to, motivation and integrity.
2. FIU will not discriminate with regard to sex, race, age, religion, color, national origin, disability, or any other legally protected status.

Procedure

Application

1. Only applicants who meet FIU's eligibility requirements for its ACGME-accredited residency programs will be considered.
2. Applicants must use ERAS to submit supporting credentials directly to the Program Director. The application submission packet must include:
 - a. Application form
 - b. Letters of recommendation
 - c. Medical school performance evaluation/Dean's letter
 - d. Medical school transcript
 - e. Personal statement

- f. United States Medical Licensing Examination (USMLE) or Comprehensive Osteopathic Medical Licensing Examination (COMLEX) transcript
- g. ECFMG status report (for IMGs)

Interviews

- 1. Only applicants who have submitted all required credentials and documents will be invited for interviews.

Resident Selection

- 1. The program has a mechanism to rank candidates through the National Residency Matching Program (NRMP).
- 2. The Program Director shall be responsible for verifying the eligibility of all candidates under serious consideration prior to the submission of the rank order list to the NRMP.
- 3. Candidates that successfully match to the residency program are sent an official resident contract.
- 4. A resident appointment shall be no longer than one (1) year. A resident is considered appointed to FIU when all required pre-employment documentation has been submitted to their respective residency program and has been approved for sufficiency by the program and a training license or full medical license has been issued by the Florida Board of Medicine.
 - a. FIU conducts a Level II Background Check on all new residents upon appointment to the residency training program.
 - b. FIU also conducts pre-employment drug testing. If a history of DUI or other alcohol/substance use related crime(s) is revealed, a referral may be made to the Professionals Resource Network (PRN) to determine if ongoing evaluation, treatment, and/or monitoring is required.

Related Policies

Resident Qualifications of Appointment

Author	Maryam Shakir	11/20/2019
Revised		
DIO Review	Robert Levine, MD	
GMEC Approval	Reviewed and approved	4/26/2022