

 Arnot Ogden Medical Center	Graduate Medical Education	DATE: 3/23/2023	MANUAL NO. GME-008
		REVISED: 05/24/2016, 03/25/2021	

POLICY ON INTERN/RESIDENT/FELLOW ELIGIBILITY, SELECTION, & DIVERSITY GOALS

DIVERSITY GOALS

- Arnot Ogden Medical Center pledges to systematically recruit and retain a diverse and inclusive workforce including residents, fellows, faculty members and senior administrative staff members. We pledge to create a physician workforce that at least reflects the general population of the US and specifically the local population of our training program.
- Arnot will assess the program's efforts to recruit and retain a diverse workforce to develop an environment where differences are embraced and supported so that all participants have an equal opportunity for success.
- The Program Evaluation Committees will consider workforce diversity in their evaluation.
- As part of the education program, residents must demonstrate competence in respect and responsiveness to diverse patient populations (gender, age, culture, race, religion, disabilities, national origin, socioeconomic status, and sexual orientation)

ELIGIBILITY POLICY

An applicant must meet one of the following qualifications to be eligible for appointment to an Arnot Ogden Medical Center ACGME-accredited program:

- 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 medicine in the United States, accredited by the American Osteopathic Association (AOA) or
- graduation from medical school outside of the United States or Canada, and meeting one of the following additional qualifications:
 - Holds a currently-valid certificate from the Educational Commission for Foreign Medical Graduates prior to appointment; or
 - holds a full and unrestricted license to practice medicine in a United States Licensing jurisdiction in his or her current ACGME specialty-/subspecialty program; or
 - has graduated from a medical school outside the United States and has completed a Fifth pathway** program provided by an LCME-accredited medical school.

TRANSFER OF RESIDENTS POLICY

To determine the appropriate level of education for intern/resident/fellows that are transferring from another residency program, the program director will receive written or electronic verification of previous educational experiences and a summative competency-based

performance evaluations of the transferring intern/resident/fellow prior to their acceptance into the program.

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

SELECTION POLICY

1. Candidates must meet all eligibility criteria to be considered for selection to an AOMC residency program.
2. All applicants for residency programs are required to complete an application form through ERAS. Fellows must follow directions on website for applied program.
3. All first year residency positions (PGY-1) must be offered through the NRMP matching program unless special permission granted by DIO. When programs do not fill through the match, applicants may subsequently be appointed to unfilled positions from the pool of unmatched students, or other sources, as long as they meet institutional standards.
4. Each program must have a set of written standards, appropriate to the specialty, to guide intern/resident/fellow selection. These standards must ensure that the applicants are selected on the basis of their ability, aptitude, academic credentials, communication skills and personal qualities. The presence of such standards for intern/resident/fellow selection shall be monitored by the Graduate Medical Education Office.
5. A personal interview is granted to applicants selected through the screening process as defined by each department. During the interview, the applicants will be informed of the salary and hospital benefits as well as professional liability coverage, and disability insurance accessible to residents/fellows; institutional policy(ies) for vacation and leaves of absence, including medical, parental, and caregiver leaves of absence; and health insurance accessible to residents/fellows and their eligible dependents.
6. For each program, the selection of interns/residents/fellows should be the responsibility of a committee of the faculty which has the opportunity to review application materials, and to rate applicants against the published selection standards based on their preparedness, ability, aptitude, academic credentials, communication skills and personal qualities such as motivation and integrity. The committee should agree as a group on those applicants to be selected either through the match or otherwise. Such decisions should ordinarily not be those of an individual program leader.
7. Interns/residents/fellows will be selected from among the pool of eligible applicants without discrimination. Specifically, residency programs at AOMC will not discriminate with regard to race, sex, age, religion, color, national origin, disability or veteran status.
8. The program directors will report their match results and the qualifications of their new interns/residents/fellows each year after the match.