

GRADUATE MEDICAL EDUCATION COMMITTEE

POLICY FOR GME TRAINEES ON

- ELIGIBILITY
- SELECTION
- TRANSFER

The University of Iowa Hospitals and Clinics (UIHC) policies and procedures for eligibility, selection, and transfer that affect the recruitment and appointment of graduate medical education (GME) trainees are described in this policy. UIHC through its Graduate Medical Education Committee (GMEC) and GME Office monitors each Accreditation Council for Graduate Medical Education (ACGME) program for compliance with this policy.

The terms learner, trainee, house staff member, resident and fellow may be used interchangeably in this policy.

I. Eligibility. Applicants with one of the following qualifications are eligible for appointment to an ACGME-accredited GME program at UIHC:

- A. Graduate of a medical school in the United States and Canada accredited by the Liaison Committee on Medical Education (LCME)
- B. Graduate of a college of osteopathic medicine in the United States accredited by the American Osteopathic Association (AOA)
- C. Graduate of a medical school outside the United States and Canada who meets one of the following qualifications:
 1. Holds a currently valid certificate from the Educational Commission for Foreign Medical Graduates (ECFMG); or
 2. Holds a full and unrestricted license to practice medicine in a US licensing jurisdiction in which they are training.
- D. Graduate of a medical school outside the US who has completed a Fifth Pathway* program provided by an LCME-accredited medical school
- E. Fellowship eligibility for ACGME-accredited programs requires:
 1. Completed ACGME-accredited residency program or Royal College of Physicians and Surgeons (RCPS)-accredited or College of Family Physicians of Canada (CFPC)-accredited residency program located in Canada or verification of the entering fellow's level of competency in the required field using ACGME or CanMEDS (i.e., the Canadian competency framework) milestones from the core residency
 2. If prior residency as described in I.E.1 above cannot be verified, then to be considered an applicant must first be granted an exception by the GMEC as an exceptionally-qualified applicant prior to being extended an offer. The process of granting 'exceptional' status requires the following, at a minimum:
 - a. that the specific program's Residency Review Committee (RRC) standards are met, as well as any applicable overarching ACGME standards;
 - b. that the program director and fellowship selection committee assess the fellow's suitability to enter the program based on prior training and review of the applicant's summative evaluations of training and core specialty; and
 - c. final review and approval by the GMEC or a workgroup designated by the GMEC.

II. Selection.

- A. The UIHC ensures that all GME programs (ACGME-accredited and non-accredited) select eligible applicants on the basis of their preparedness, ability, aptitude, academic credentials, communication skills, and personal qualities such as motivation and integrity. Programs must not discriminate with regard to sex, race, age, religion, color, national origin, disability, veteran status or any other applicable legally protected status.
- B. In selecting qualified applicants, all programs sponsored by UIHC are strongly urged to participate in an organized matching program (e.g., National Resident Matching Program), as available.

III. Transfer.

- A. For a house staff member transferring to a UIHC GME program (or for an applicant who is already at UIHC but who may have prior GME training), before making a decision to accept a resident or fellow, the UIHC Program Director must:
 1. Obtain written or electronic verification of previous educational experiences ensuring the applicant is eligible. Such eligibility requires the completion of an ACGME-accredited training program or completion of a RCPS-accredited or CFPC-accredited program located in Canada or, if not complete, the UIHC residency program must obtain verification of the applicant's level of competency in the required clinical field using ACGME or CanMEDS milestone assessments from the prior training program ((advanced postgraduate year (PGY) level upon entry to a UIHC GME program must be determined by the UIHC program director in conjunction with the GME Office in cases where a prior residency or training in a different specialty exists or where milestone assessments indicate the possibility of advanced status));
 2. Obtain a summative competency-based performance evaluation of the transferring resident or fellow; and

3. Participate in an in-person phone call with the external Program Director.
- B. For a house staff member transferring out of a UIHC GME program, the UIHC Program Director is responsible to:
1. Provide a timely verification of the transferring resident or fellow's education, in written or electronic form as described above in III.A.1 of this policy;
 2. Provide a summative competency-based performance evaluation of the transferring resident or fellow; and
 3. Participate in an in-person phone call with the external Program Director.

Any change in program complement must follow the process outlined in the *UIHC Policy and Procedures for Adding New Programs and Program Modification*; in the case of an ACGME-accredited program, the Program Director must petition for GMEC approval through this program modification process PRIOR to submitting any such request to the ACGME and the respective RRC.

- C. In the event a UIHC GME program should be closed, interrupted or reduced in size in any way (including disaster) that affects a current UIHC GME resident or fellow, the *UIHC Policy on Interruption, Reduction or Closure of Graduate Training Programs* is followed.

*A Fifth Pathway program is an academic year of supervised clinical education provided by an LCME-accredited medical school to students who meet the following conditions: (1) have completed, in an accredited college or university in the United States, undergraduate premedical education of the quality acceptable for matriculation in an accredited United States medical school; (2) have studied at a medical school outside the United States and Canada but listed in the World Health Organization Directory of Medical Schools; (3) have completed all of the formal requirements of the foreign medical school except internship and/or social service; (4) have attained a score satisfactory to the sponsoring medical school on a screening examination; and (5) have passed either the Foreign Medical Graduate Examination in the Medical Sciences, Parts I and II of the examination of the National Board of Medical Examiners, or Steps 1 and 2 of the United States Medical Licensing Examination (USMLE).

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