

UNIVERSITY OF UTAH DEPARTMENT OF MEDICINE
Medicine Residency Program – University Health Care
SELECTION POLICY

REVISED: September 2016

Equal Opportunity

1. The University of Utah does not discriminate on the basis of race, color, religion, national origin, sex, age, status as a disabled individual, sexual orientation, gender identity/expression, genetic information or protected veteran's status.
2. In accordance with the requirements of The Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, as amended, (Section 504), the University of Utah provides reasonable accommodations to qualified individuals with disabilities, so that they may fully participate in its academic programs, employment opportunities, medical services, programs, and events.

Eligibility

To be eligible for appointment with the Internal Medicine Residency Program at the University of Utah School of Medicine, an applicant must:

1. Be a graduate of a US or Canadian medical school accredited by the Liaison Committee on Medical Education (LCME) --OR--
2. Be a graduate of a college of osteopathic medicine in the United States accredited by the American Osteopathic Association (AOA) --OR--
3. Be a graduate of a medical school outside of the United States who has:
 - a. A currently valid ECFMG certificate --OR--
 - b. Completed a Fifth Pathway Program provided by an LCME-accredited medical school.

Application Requirements

PGY1 Positions:

1. All PGY1 positions will be offered following the guidelines and policies as established by the National Resident Matching Program (NRMP).
 - a. All application materials must be submitted via the NRMP's Electronic Residency Application Service (ERAS).
 - b. All applicants must register with the NRMP for the Match.
 - c. The program's final rank list will be submitted following NRMP guidelines.
 - d. All parties must comply with the NRMP Code of Conduct and applicable Match Participation Agreement(s).
2. To be considered, applications must include:
 - a. Common ERAS application form
 - b. Curriculum Vitae and Personal Statement
 - c. Official medical school transcript
 - d. Medical Student Performance Evaluation (MSPE)
 - e. United States Medical Licensing Examination (USMLE) Step 1 score (and Step 2 CK and CS scores when available).
 - i. Applicants must have passed Steps 1, 2CK and 2 CS of USMLE prior to training begins on June 24. There are no exceptions. Failure to comply may void the trainee's contract.
 - ii. At the program's discretion, COMLEX scores may be substituted for USMLE

- scores for Preliminary track applicants.
- f. Four letters of recommendation
 - i. For applicants to the categorical Internal Medicine training program, these letters must include:
 1. One letter from the Chair or designee of the Department of Medicine at the applicant's medical school
 2. Three (3) letters of recommendation from full-time faculty members, preferably (2) from the Department of Medicine.
 - g. In addition, international medical graduates (IMG):
 - i. Must have graduated from medical school within the past 5 years.
 - ii. Must be ECFMG certified before training begins on June 24. There are no exceptions. Failure to comply may void the trainee's contract.
 - iii. If a visa is needed, the applicant must have a Clinical J-1 visa before training begins on June 24. There are no exceptions. Failure to comply may void the trainee's contract.
 - iv. At the time of interview, all IMG's must sign the University of Utah J-1 acknowledgement form.
 - v. Traditionally, IMG applicants who have scores over 230 on the USMLE Step 1 and Step 3 CK exams with one year of prior clinical training in the United States, United Kingdom, Canada, Australia or New Zealand have been the most successful in our program.
 - vi. Applicants must comply with all institutional eligibility requirements as defined in GME Policy 15.1 International Medical Graduates - Eligibility and Examinations.
 3. Applicants sponsored by a Foreign Country:
 - a. The IMG guidelines also apply to applicants sponsored by a foreign country. Sponsored applicants will be ranked and matched through the Categorical Medicine International Partnership track.
 4. U.S. Osteopathic Medical Students
 - a. Graduates of U.S. Osteopathic Medical Schools must have a passing score on the USMLE Step 1 exam for their application to be considered. Traditionally, DO applicants who have scores over 230 on the USMLE Step 1 and Step 3 CK exams have been the most successful in our program.
 - b. At the program's discretion, COMLEX scores may be substituted for USMLE scores for Preliminary track applicants.
 5. Selected applicants will be invited via email to participate in an on-campus interview day.

PGY-2 or 3 Positions:

1. In the event of PGY2 or PGY3 opening, applications will be considered on an individual basis. Interview(s) will be offered as deemed appropriate by the Program Director. Offers will be made directly to the applicant(s) by the Program Director.
2. PGY2 or PGY3 applicants must have passed Steps 1, 2CK, 2 CS, and 3 of USMLE prior to the time they will begin training. There are no exceptions. Failure to comply may void the trainee's contract.

Application Review, Interview, and Ranking Process

1. The Program Director, Associate Program Directors, and/or designee(s) review all applications and select those to be invited to interview.

2. Interview invites will be sent via email.
3. On the interview day, applicants will have:
 - Several opportunities to interact with current residents.
 - Interview(s) with faculty member(s).
 - Presentation(s) regarding the program and facilities.
 - A tour of the University Hospital.
4. The program will make the following policies available to all applicants:
 - GME Houseofficer Agreement (contract)
 - GME Stipend Letter, including benefit information
 - GME 1.3 Medical License, Controlled Substance, DEA, NPI Policy
 - GME 1.6 Criminal Background Checks Policy
 - GME 6.1 Liability Coverage Policy
 - Program Selection Policy
 - Program Technical Standards Policy
5. Faculty interviewers will complete a standard evaluation form for each applicant they interviewed.
6. The ranking committee will determine the final rank based on application quality and feedback from the interview day. Strict conformance with the rules of the match is maintained throughout the selection process.

Post-Interview Communications and Second Look Visits

1. The interview day is designed to provide applicants with a clear picture of our training program and provide multiple opportunities for individuals to ask questions. Our website provides additional information such as rotation descriptions, conferences, training sites, research and international opportunities. On the interview day, applicants will be provided contact information for specific questions not answered by these sources.
2. In the spirit of the fairness to all applicants, post-interview communications or second look visits will not affect an applicant's ranking. The University of Utah Internal Medicine Residency Program requests that applicants do not send routine thank you notes or emails. Such communications will not routinely receive a reply.
3. Second look visits are neither required nor encouraged.
4. This policy is in alignment with the NRMP rules and Code of Conduct and the APDIM Statement on Post-Interview Communication and Second Visits (released June 2014).