



**GRADUATE MEDICAL
EDUCATION**

**POLICIES AND
PROCEDURES**

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**Policy and Procedures for
Eligibility and Selection of Trainees
in Texas Health Resources
Graduate Medical Education Training Programs**

PURPOSE: To define the policy and procedure for eligibility and selection of residents and fellows (hereafter, all will be referred to as applicants) in graduate medical education programs sponsored by Texas Health Resources.

In addition to establishing policies and procedures for applicant recruitment and appointment, Texas Health Resources will monitor each of its ACGME accredited training programs for compliance with the most up to date requirements.

SCOPE: Applies to all applicants applying for an ACGME accredited training program sponsored by Texas Health Resources

PROVISIONS:

**Recruitment/
Eligibility**

Applicants with one of the following qualifications are eligible for appointment to Texas Health Resources residency and fellowship positions:

1. Graduates of medical schools in the United States and Canada accredited by the Liaison Committee on Medical Education (LCME).
2. Graduates of colleges of osteopathic medicine in the United States accredited by the American Osteopathic Association (AOA).
3. Graduates of medical schools outside the United States and Canada who meet one of the following qualifications:
 - Have a currently valid certificate from the Educational Commission for Foreign Medical Graduates prior to appointment or
 - Have a full and unrestricted license to practice medicine in a United States licensing jurisdiction in his or her current ACGME specialty-/subspecialty program
4. Graduates of medical schools outside the United States who have completed a Fifth Pathway program provided by an LCME-accredited medical school.

- 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:
 - i. 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;
 - ii. Have studied at a medical school outside the United States and Canada but listed in the World Health Organization Directory of Medical Schools;
 - iii. Have completed all of the formal requirements of the foreign medical school except internship and/or social service;
 - iv. Have attained a score satisfactory to the sponsoring medical school on a screening examination; and
 - v. 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).”
5. An applicant invited to interview for a resident/fellow position must be informed, in writing or by electronic means, of the terms, conditions, and benefits of appointment to the ACGME-accredited program, either in effect at the time of the interview or that will be in effect at the time of his or her eventual appointment.
 6. Information that is provided must include: financial support; vacations; parental, sick, and other leaves of absence; and professional liability, hospitalization, health, disability and other insurance accessible to residents/fellows and their eligible dependents.

Selection

Each training program must select from among eligible applicants on the basis of one’s 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, or veteran status.

Applicants must:

1. Have Passed Steps 1 and 2 of USMLE or levels 1 and 2 of COMLEX-USA
2. If a graduate of a medical school outside the United States or Canada, must have passed Steps 1 and 2 of USMLE plus the Clinical Skills Assessment examination (CSA) and hold a currently valid certificate from the ECFMG
3. Provide copy of his or her diploma

4. Provide at least 3 letters of recommendation from physicians with whom the candidate has worked
5. Appear in person or via video conference for a personal interview

Any final candidates must meet the Human Resources Department requirements for new employee, which includes a negative drug screen and satisfactory criminal background check.

Graduate medical education programs sponsored by Texas Health Resources will participate in the National Resident Matching Program.