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| <p>Policy: Resident Eligibility and Selection: #711.0</p> | <p>Effective: October 2009</p> <p>Revised/Approved: March 2011<br/>July 2012<br/>October 2012<br/>April 2014<br/>September 2015<br/>March 2016<br/>October 2019</p> |
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**Eligibility Criteria for PGY-1 positions:**

Applicants for graduate medical education programs sponsored by the University of Oklahoma School of Community Medicine and its clinical departments are eligible for appointment if they meet one of the following qualifications:

1. Graduates of medical schools in the United States and Canada accredited by the Liaison Committee on Medical Education who have passed Step 1 and Step 2 CK and CS of the United States Medical Licensing Examination (USMLE). (No more than three attempts per USMLE step allowed by state licensing board.)
2. Graduates of colleges of osteopathic medicine in the United States accredited by the American Osteopathic Association who have passed Step 1 and Step 2 CE and PE of the COMLEX USA.
3. Graduates of medical schools outside the United States and Canada who meet both of the qualifications noted below. To assure that eligibility standards are met, prior to ranking or offering a position to an IMG, programs must complete the International Medical School Applicant Checklist and submit the completed form to the GME Office. The checklist can be found under GME Documents in MedHub. Failure of the applicant to obtain all required qualifying elements will result in either withdrawal of the residency offer or immediate termination of the residency appointment if an agreement has been signed. These actions will be taken even if the applicant was matched through a program such as the National Resident Matching Program (NRMP).
  - a. Hold a valid Standard Certificate from the Educational Commission for Foreign Medical Graduates (ECFMG), the requirements for which include passing both Step 1 and Step 2 CK and CS of the USMLE. Eligibility requirements can be found at [www.ECFMG.org](http://www.ECFMG.org). It is the responsibility of the applicant to complete all ECFMG requirements, visa requirements, and licensure requirements before beginning residency training. Failure to do so may result in withdrawal of the residency offer or immediate termination of the residency appointment.
  - b. Are citizens of the United States OR hold either a J-1 visa or a permanent immigrant visa ("green card"). An H1-B visa or Employment Authorization Document (EAD) in appropriate categories will be considered on a case by case basis with advanced approval in writing by the DIO.



Note: Non-U.S. Citizens who are graduates of medical schools in the United States and Canada are not considered international medical graduates and do not require ECFMG sponsorship, however, they must meet visa requirements as noted above.

## **Licensure and Federal Eligibility Requirements:**

Additionally, all applicants to residency programs will be considered only if, at the time of application, they are eligible for all of the following items:

1. Appropriate licensure in the State of Oklahoma. For allopathic physicians, refer to Oklahoma Administrative Code Sections 435:10-4-4 through 435:10-4-6 available at the Oklahoma State Board of Medical Licensure website ([www.okmedicalboard.org](http://www.okmedicalboard.org)) under Rules, Laws and Policies. For osteopathic physicians, refer to the Oklahoma Board of Osteopathic Examiners website at [www.osboe.ok.gov](http://www.osboe.ok.gov).

As applicants who are currently US senior allopathic or osteopathic medical students will not yet qualify for medical licensure at the time of completing their residency application, verification of their anticipated graduation date via their Dean's letter will be sufficient to include the applicant on the Rank Order List.

2. Participation in Federally qualified health programs such as Medicare and Medicaid. A list of individuals with sanctions that disqualify their participation can be found on the Health and Human Services Office of Inspector General Website at [www.oig.hhs.gov](http://www.oig.hhs.gov).

Issues that may preclude eligibility for the above items include, but are not limited to, prior felony convictions, substance abuse, malpractice judgments or settlements, or disciplinary actions by a state medical board.

## **Eligibility Criteria for PGY-2 and Above Positions:**

In addition to the qualifications noted in the section above regarding PGY-1 positions, initial appointments and all re-appointments of residents currently in GME programs to levels of training beyond the PGY-1 must meet ACGME eligibility requirements in effect at the time of appointment and the following:

1. US Graduates: Allopathic (MD) and Osteopathic (DO) applicants or re-appointments at the PGY-2 and above levels must have passed Steps 1-3 of their respective licensure examinations (USMLE for allopathic and COMLEX for osteopathic) and possess an unrestricted license in the State of Oklahoma. Renewal of the Resident Agreement for the PGY-2 year is contingent upon passing the respective Step 3 examination. Failure of a current resident to obtain an unrestricted license by the expected time of promotion to the next PGY level will result in an evaluation and decision by the program director regarding continuation at the PGY-1 level, to include duties and pay, until exam is passed, or termination from the residency.
2. International medical graduates who are applicants or re-appointments at the PGY-2 and above levels must have passed Steps 1-3 of the USMLE. Renewal of the resident agreement for the PGY-2 year is contingent upon passing the Step 3 examination. Renewal of the resident agreement for the PGY-3 year is contingent upon receiving an unrestricted medical license. Failure of an International Graduate to obtain unrestricted licensure by the expected time of promotion to the next PGY level will result in an evaluation and decision by the program director



regarding continuation at the PGY-2 level, to include duties and pay, until exam is passed, or termination from the residency.

## **Selection Criteria**

Residents and fellows must meet ACGME eligibility requirements in effect at the time of appointment. Residents are selected from among eligible, qualified applicants on the basis of their academic credentials, abilities, aptitude, preparedness, communication skills, and personal qualities including motivation and integrity. The University of Oklahoma, in compliance with all applicable Federal and State laws and regulations, does not discriminate on the basis of race, color, national origin, sex, age, religion, disability, political beliefs, or status as a veteran in any of its policies, practices, or procedures. This includes but is not limited to admissions, employment, financial aid, and educational services.

For an Allopathic applicant to be eligible for ranking within the NRMP, the applicant must have taken and submit documentation to the program of a passing scores for USMLE Step 1, Step 2 CK, and Step 2 CS. Passage of Step 2 CK and CS are required for an Oklahoma license and thus required to begin the first postgraduate year.

For an Osteopathic applicant to be eligible for ranking within the NRMP, the applicant must have taken and submit documentation to the program of a passing score for COMLEX Step 1, Step 2 CE, and Step 2 PE.

## **First Postgraduate Year**

First-year residency positions will be offered to US graduating seniors selected through the National Resident Matching Program (NRMP). All residency programs require applicants to apply through the Electronic Residency Application Service (ERAS). Programs and applicants for these positions should consult the publications of the NRMP for specific requirements and deadlines.

## **Second Postgraduate Year and Above**

Appointments for second year and above levels are made in accordance with policies established by each specialty program in compliance with the standards of the Accreditation Council for Graduate Medical Education (ACGME), its Residency Review Committees, and the requirements of the respective American specialty certification boards. Selections for advanced level positions are generally made through an organized matching program when a matching program exists for the specialty or subspecialty. The PGY level of the initial appointment is determined by the amount of previously completed graduate medical education that is acceptable for credit by the specialty board of the training program to which the resident is appointed and the functional level at which training will be pursued.

All previous GME training must be assessed based on ACGME Milestones and verified by the program director prior to appointment and assigning level of training. Whenever there is uncertainty in this regard, the applicant shall obtain from the specialty board a written appraisal of previous training and a statement of additional training requirements that must be met to qualify the resident for certification by that board.

Providing false or misleading statements, or failure to provide complete and accurate



information on an application for acceptance to an OU residency program will result in the inability of the resident to meet the OU School of Community Medicine Eligibility and Selection Policy.

### **REQUIREMENTS FOR TRANSFERRING RESIDENTS AND FELLOWS**

**Before accepting a transferring resident from another program, the OU School of Community Medicine program director must obtain written or electronic verification of previous educational experiences and a summative competency-based performance evaluation of the transferring resident. Examples of verification of previous educational experiences should include a list of rotations completed, evaluations of various educational experiences, and procedural/operative experience.**

The term 'transfer resident' and the responsibilities of the two program directors noted above do not apply to a resident who has successfully completed a residency and then is accepted into a subsequent residency or fellowship program.

Meeting the requirement for verification before accepting a transferring resident is complicated in the case of a resident who has been simultaneously accepted into the preliminary PGY-1 program and the PGY-2 program as part of the match. In this case, the "sending" program should provide the "receiving" program a statement regarding the resident's current standing as of one to two months prior to anticipated transfer along with a statement indicating when the summative competency-based performance evaluation will be sent to the "receiving" program.

All prerequisite post-graduate clinical education required for initial entry or transfer into ACGME-accredited residency programs must be completed in ACGME-accredited residency programs.

### **NON-COMPETITION**

Candidates selected for appointment as residents will not be required by the University of Oklahoma School of Community Medicine nor any of its training programs to sign a non-competition guarantee or restrictive covenant.