

Eligibility and Selection of Family Medicine Trainees

SCOPE

This policy applies to the family medicine residency at Maine-Dartmouth Family Medicine Residency (MDFMR).

PURPOSE

MDFMR does not discriminate with regard to sex, race, age, religion, color, national origin, disability, or any other applicable legally protected status. In order to ensure a process of accepting physicians into residency that is fair and equitable, eligibility and selection of trainees will follow the standard procedures outlined below.

POLICY

Applicants for PGY 1 Positions

Selection and eligibility of family medicine trainees will comply with all requirements of the Accreditation Council for Graduate Medical Education (ACGME), Maine medical licensing boards, National Resident Matching Program (NRMP), and Education Commission for Foreign Medical Graduates (ECFMG) as applicable, as well as MDFMR's Pre-Employment Screening policy.

The MDFMR Recruitment Director oversees the process of resident selection, aided by a Selection Committee whose members are appointed by the Recruitment Director and include the Program Director of the family medicine residency.

The Selection Committee is responsible for reviewing applications and selecting candidates to invite to interview.

Applications will be considered for PGY 1 positions only if submitted through the Electronic Residency Application Service (ERAS). MDFMR participates in the National Resident Matching Program (NRMP) ("the match") and complies with all terms and conditions of the Institutional Match Participation Agreement and the Match Participation Agreement for Applicants and Programs.

The Program Director, with input from the Recruitment Director as well as the Selection Committee, faculty, and residents, is responsible for developing and certifying a Rank Order List

of candidates for the match. Candidates will only be ranked if they have successfully passed parts 1 and 2 of their national licensing exam (USMLE or COMLEX), and submitted evidence of passing via ERAS before the NRMP Rank Order List certification deadline. MD candidates who passed their first step exam four or more years prior to the NRMP Rank Order List certification deadline for the year in which they are applying will only be ranked if they have successfully passed step 3 and submitted evidence of passing via ERAS before the NRMP Rank Order List certification deadline.

Applicants for 1st year residency training at MDFMR *may* be invited to interview if they will be able to meet the criteria for eligibility for appointment, as described below.

Applicants for PGY2 Positions

Recruitment of applicants for PGY2 positions is dependent on availability, based on the number of approved positions and the number of filled positions, as well as capacity of resources.

Availability of a PGY2 position is determined by the director of the family medicine program.

Applicants for entry into a PGY2 position or advanced standing credit at MDFMR will be eligible to interview if, in addition to meeting criteria for appointment to MDFMR (as described below), they are also eligible to receive advance standing credit from the ABFM and have successfully passed all three parts of their national licensing exam (USMLE or COMLEX).

Eligibility for Appointment

In order for an applicant to be eligible for appointment to a PGY 1 or PGY 2 position, the applicant must be authorized to work lawfully in the United States or be eligible for a J-1 visa, and one of the following qualifications must be met:

- 1) Graduation from a US medical school accredited by the Liaison Committee on Medical Education (LCME), or a Commission on Osteopathic College Accreditation (COCA)-accredited college of osteopathic medicine; OR
- 2) Graduation from a medical school outside the US AND
 - (a) a currently valid certificate from the Educational Commission for Foreign Medical Graduates (ECFMG); OR

- (b) a full and unrestricted license to practice family medicine in Maine.

Appointment to a Designated Osteopathic Position

All graduates of a college of osteopathic medicine accredited by the Commission on Osteopathic College Accreditation (COCA) who match or transfer to MDFMR will be automatically placed in a designated osteopathic position at program entry and formally receive osteopathic education throughout family medicine training.

Graduates of a non-COCA-accredited medical school wishing to be appointed to a designated osteopathic position must make this request in writing to the Osteopathic Education Director and demonstrate a sufficient background to engage in the osteopathic principles and practice (OPP) curriculum at MDFMR by completing preparatory training. Such training must be approved by MDFMR's Osteopathic Education Director to ensure it complies with the essential elements specified by the Accreditation Council on Graduate Medical Education (ACGME), but may consist of:

- a course in OPP through a COCA-accredited school; OR
- a preparatory course offered through the American Academy of Osteopathy or another entity;

OR

- the University of New England's complete course on osteopathy offered to non-osteopaths; OR
- the equivalent of the aforementioned, such as graduation from a Canadian osteopathic

school.

Additionally, they must participate in and pass a structured simulated osteopathic patient encounter assessment administered by the Director of Osteopathic Education or designee.

This preparatory training may be completed prior to the start of residency by graduates of a non-COCA- accredited medical school who wish to be placed into a designated osteopathic position at the start of their residency training program, but must be completed no later than the start of the PG2 year. No graduate of a non-COCA-accredited medical school will be considered for appointment to an osteopathic designated position after the start of their PG2 year.

MDFMR shall have discretion in the interpretation, application and implementation of this policy. MDFMR reserves the right to modify or amend this policy.

ELIGIBILITY AND SELECTION OF FM TRAINEES POLICY (FM RESIDENCY)	
<p>Original approval: 2-7-2018</p> <p>By: MDFMR Senior Leadership Team</p> <p>Effective date: 2-7-2018</p>	<p>Date revised: 11-21-19; 3-01-2020; 2-08-21;3-2-22; 7-27-22; 7-09-2025</p> <p>Approved by/date: 11-21-2019 Personnel Committee 03-01-2020 Personnel Committee 02-08-2021 Personnel Committee 04-24-2022 Personnel Committee 08-02-2022 Personnel Committee 07-10-2025 Personnel Committee</p>