

## University of Washington Cardiology Fellowship Fellow Eligibility and Selection Policy

**Purpose:** The University of Washington School of Medicine Eligibility and Selection Policy is designed to ensure fair and consistent consideration and decision-making for all applicants to UW GME residency and clinical fellowship training programs. Recruitment and appointment of residents and fellows to UW programs is performed by the respective program director, faculty and department chair under the oversight of the Graduate Medical Education Committee (GMEC) and the Office of Graduate Medical Education.

**Eligibility:** Applicants must meet the following qualifications to be eligible for appointment to an ACGME-accredited fellowship program:

1. graduation from a medical school in the United States or Canada, accredited by the Liaison Committee on Medical Education (LCME); or,
2. graduation from a college of osteopathic medicine in the United States accredited by the American Osteopathic Association (AOA); or,
3. graduation from a medical school outside of the United States or Canada, and meeting one of the following additional qualifications:
  - a. holds a currently valid certificate from the Educational Commission for Foreign Medical Graduates prior to appointment, or,
  - b. holds a full and unrestricted license to practice medicine in a US licensing jurisdiction in his or her current ACGME specialty/subspecialty program or,
  - c. has graduated from a medical school outside the United States and has completed a Fifth Pathway program provided by an LCME-accredited medical school.

**Application:** All applicants to the University of Washington's Cardiology Fellowship Program are required to use the [Electronic Residency Application Service \(ERAS®\)](#) to receive and accept applications to the program.

**Interview:** Applicants invited to interview for a fellow position will be informed in writing or by electronic means, of the terms, conditions, and benefits of their appointment to the ACGME-accredited program, as well as all institutional and program policies regarding eligibility and selection for appointment, either in effect at the time of the interview or that will be in effect at the time of their eventual appointment. This includes 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. All terms, conditions, and benefits of the potential appointment are described in the Residency and Fellowship Position Appointment, which are available by January 15th of each year and effective for the following academic year. These resources are posted on the [Prospective Residents and Fellows](#) page on the GME website.

**Selection:** The Cardiology Fellowship Program's Selection Committee will meet to discuss and rank all applicants interviewed. The Committee will select trainees among eligible applicants on the basis of

training program-related criteria such as their preparedness, ability, aptitude, academic credentials, communication skills, and personal qualities such as motivation and integrity, as well as professionalism. There will be no discrimination with regard to sex, race, age, religion, color, national origin, disability, or any other applicable legally protected status.

Before accepting a fellow who has completed residency training at UW or an outside training program, or who is transferring from another program, the our program will request verification of previous educational experiences and a summative competency-based performance evaluation of the transferring resident, as outlined in the UW GME [Transfer Policy](#).

International Medical Graduates (IMGs): Graduates of medical schools outside the US and Canada (IMGs) are required to have passed all examinations required for ECFMG Certification, including USMLE Steps 1 and 2 (CK and CS) or their equivalents, before they may be considered for final selection to a residency or fellowship training program.

**Matching:** The Cardiovascular Disease Fellowship Program is required to participate in the National Residency Matching Program (NRMP) Match.

NRMP Match: The NRMP All In Policy requires any program participating in the Main Residency Match to register and attempt to fill all positions through the Main Residency Match or another national matching plan. The All In Policy does not apply to the Specialties Matching Service.

**NRMP Match:** Program directors and administrators are required to review the terms and conditions of the applicable [Match Participation Agreement](#) for their specialty each year and comply with applicable Match policies and the Match Commitment, which addresses violations of NRMP Policy.

As noted in the Match Participation Agreement, program directors are prohibited from offering positions to ineligible applicants, and must use the Applicant Match History in the Registration, Ranking, and ResultsSM (R3SM) System to determine an applicant's eligibility for appointment.

Program directors are reminded, per the Match Participation Agreement, that it is a breach of the applicable Match Participation Agreement for: (a) a program to request applicants to reveal ranking preferences; (b) an applicant to suggest or inform a program that placement on a rank order list or acceptance of an offer during the Supplemental Offer and Acceptance ProgramSM (SOAPSM) is contingent upon submission of a verbal or written statement indicating the program's preferences; (c) a program to suggest or inform an applicant that placement on a rank order list or a SOAPSM preference list is contingent upon submission of a verbal or written statement indicating the applicant's preference; (d) a program to require applicants to reveal the names or identities of programs to which they have or may apply; or (e) program and an applicant in the Matching Program to make any verbal or written contract for appointment to a concurrent year residency or fellowship position prior to the release of the List of Unfilled Programs.

**Match Participation Waiver:** In the event that a program participating in the NRMP Specialties Match Service, SF Match, or other organized matching program wishes to accept a candidate outside of the Match, the program must request a waiver from full participation in the Match. Waiver requests are made to the GMEC and include:

- \* the number of positions to be offered outside the Match and positions in the Match;

- \* a detailed description of the program's application and selection process for applicants accepted outside of the Match; and
- \* confirmation that candidates being considered for positions outside the Match will not be interviewed as part of the official NRMP, SF Match or other matching process, and are not currently registered for the Match.

Waivers are time-limited and will not be granted for more than 25% of available positions (or 1 position for programs with less than 4 first year positions) in the program.