





1414 Kuhl Ave.  
Orlando, Florida 32806  
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Type of Policy:	<b>RESIDENT SELECT PROCESS</b>	Category:	<b>MEDICAL EDUCATION ADMINISTRATION</b>
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Title:	<b>RESIDENT ELIGIBILITY AND SELECTION PROCESS</b>	Policy #:	<b>4799-3000</b>
Page:	1 of 2	Replaces #:	
Issue Date:	<b>2/90</b>	Developed By:	Diana Collazo 
Revision Dates:	1/94; 4/00; 6/01; 5/03; 5/04; 1/05; 7/07; 2/09	Approved By:	Jay Falk, M.D. 

**I. PURPOSE:**

To establish guidelines pertaining to the selection of residents participating in the residency programs.

**II. POLICY:**

Academic Chairman/Program Director is responsible for selection to ensure that the candidate fully meets the criteria standards. Input is gathered from other members of the teaching faculty and residents as an important part of the selection process.

**III. PROCEDURE:**

Orlando Health residency programs will comply with ACGME standards when selecting resident applicants. Programs will participate in the National Resident Matching Program and will abide by its rules and regulations. All PGY I positions in each program are generally listed with the NRMP. Exceptions to this policy must be reviewed and approved by the Chief Academic Medical Officer.

The program director is responsible to ensure that each resident who is considered for admission fully meets the standards and criteria, which have been established.

1. Resident Eligibility:



Applicants with one of the following qualifications are eligible for appointment to ACGME-accredited programs:

- a) Graduates of medical schools in the United States and Canada accredited by the Liaison Committee on Medical Education (LCME).
- b) Graduates of colleges of osteopathic medicine in the United States accredited by the American Osteopathic Association (AOA).
- c) Graduates of medical schools outside the United States and Canada who meet one of the following qualifications:
  - Have received 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 US licensing jurisdiction in which they are in training.
- d) 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: (1) have completed, in an accredited college or university in the United States, undergraduate premedical education of the quality acceptable for



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matriculation in an accredited United States medical school; (2) have studied at a medical school outside the United States and Canada but listed in the World Health Organization Directory of Medical Schools; (3) have completed all of the formal requirements of the foreign medical school except internship and/or social service; (4) have attained a score satisfactory to the sponsoring medical school on a screening examination; and (5) 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 Step 1 and 2 of the United States Medical Licensing Examination (USMLE).]

2. Resident Selection:

- a) The ACGME-accredited programs must select from among eligible applicants on the basis of their preparedness, ability, aptitude, academic credentials, communication skills, and personal qualities such as motivation and integrity. ACGME-accredited programs must not discriminate with regard to sex, race, age, religion, color, national origin, disability, or veteran status.
- b) A J-1 visa is the preferred visa type accepted for residency positions at Orlando Health. Other visa types would require approval of the Chief Academic Medical Officer.
- c) All applicants must provide all documents requested as part of a completed application. Those selected for further consideration by the department must appear for personal interview.
- d) If there is a question regarding the eligibility of an applicant, the final decision will rest with the Chief Academic Medical Officer.