



## TMC Health Medical Education Program

# Institutional Policy on Resident Eligibility and Selection

### **Purpose:**

To identify the best qualified applicants for medical training and offer them a residency position and to insure that THMEP complies with EEO/ADA employer guidelines.

### **Policy:**

THMEP strives to recruit individuals who are most likely to successfully complete their training here and go on to serve patients, families, communities and academia with the best professional skills possible. To that end, effective identification of qualified applicants to the residency program is essential.

First year applicants are chosen from qualified participants in the National Residency Match Program (NRMP).

The residents entering the THMEP training program should have the following qualities:

- Effective interpersonal skills – demonstrate ability to communicate clearly and appropriately with patients, families, colleagues and staff; demonstrate ability to deal with stress without interference in the doctor/patient relationship or other necessary interpersonal relationships.
- Effective clinical skills – demonstrate ability to be empathic, make accurate clinical observations and sound diagnostic formulations; the potential to relate those observations clearly in a supervisory setting; the potential to be insightful and reflective concerning one's own role in the therapeutic process; the ability to perform necessary diagnostic and therapeutic procedures and the potential to know the limits of one's own expertise and how to ask for supervisory input.
- Teaching and research potential – interest in effective teaching potential for involvement in future research; clear interest in staying abreast of the latest developments in the field.

### **Non-Discrimination and Equal Opportunity:**

THMEP does not discriminate on the basis of race, national origin, religion, color, gender, sexual orientation, gender identity, age, ancestry, citizenship status, uniform service member status, marital status, pregnancy, medical condition, disability or any other protected status in accordance with all applicable federal, state and local laws.

### **Resident Eligibility:**

Applicants with one of the following qualifications are eligible for appointment to the THMEP residency program:

- Graduates of medical schools in the U.S. and other countries accredited by the Liaison Committee on Medical Education (LCME).
- Graduates of medical schools in the U.S. and Canada accredited by the American Osteopathic Association (AOA).
- Graduates for medical schools outside of the U.S. and Canada who either hold current and valid certification from the Educational Commission for Foreign Medical Graduates (ECFMG) or hold a full and unrestricted license to practice in the United States.

### **Procedure:**

Applications to the THMEP residency program will be processed as follows - applications will be accepted through ERAS (Electronic Residency Application Service), which can be found at <http://www/aamc.org>.

An application will be considered complete when it contains:



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- a) A completed application form
- b) A Dean's Letter
- c) 3 letters of recommendation from faculty of the applicants medical school
- d) Medical School transcripts and UMLES Scores

### **Residency Selection:**

The Residency Selection Committee will consist of the Program Director and committee members.

Among applicants meeting the THMEP Resident Eligibility requirements, THMEP will not discriminate on the basis of race, national origin, religion, color, gender, sexual orientation, gender identity, age, ancestry, citizenship status, uniform service member status, marital status, pregnancy, medical condition, disability or any other protected status in accordance with all applicable federal, state and local laws.

- The Program Director will screen applications as they are completed, with the help of the Residency Selection Committee. As many qualified applicants as can be accommodated will be invited to interview. Qualified applicants are invited to interview via email and scheduled on a first-come first-serve basis.
- The on-site/virtual interview will include:
  - a) Interview with the Program Director and/or committee members
  - b) Meeting the Program Coordinator
  - c) Meeting the current residents
- All records of the applicants, including letters of recommendation and interview feedback forms, will be kept with ERAS or on file in the THMEP office. The file of the matched residents will automatically become a part of the prospective resident's academic record. Should an applicant wish to re-apply for another year, a new application and updated letters of recommendation are required.
- There will be compliance with all NRMP regulations.
- Contracts from THMEP will be sent to residents shortly after the match. Sample contracts will be made available on the THMEP website.