

USF – College of Medicine
GRADUATE MEDICAL EDUCATION POLICY & PROCEDURE

Title: Recruitment		No.: GME-200
Effective Date: 1/1/99	Revision Date: 10/2011	Distribution: All
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Policy Statement

The University of South Florida strives to maintain a competitive, high quality Graduate Medical Education Program that provides fair and equitable access to individuals who meet the specified qualifications. House Officers selected to participate in the USF College of Medicine programs will be chosen on the basis of preparedness, ability, aptitude, academic credentials, communication skills, and personal qualities such as motivation and integrity. In accordance with state and federal law, the recruitment process does not discriminate against qualified applicants based on race, color, religion, sex, national origin, age, handicap, disabilities, genetic information, or marital status in the recruitment or selection process.

Procedure

Responsible Party

Action

House Officer Applicant

Makes initial inquiry to USF College of Medicine and/or particular specialty/subspecialty program.

Program Director
Education Coordinator

Provides resident applicant with specific program application and information, minimum qualifications, and other general information on the University of South Florida and/or the College of Medicine.

House Officer Applicant

Completes the specific program application, documenting all activities since graduation, and provides letters of recommendation.

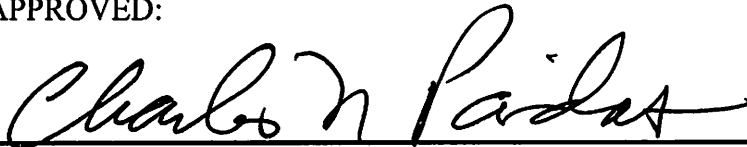
Must meet the health and immunization guidelines and all other required standards and qualifications of the USF College of Medicine prior to applying.

Program Director

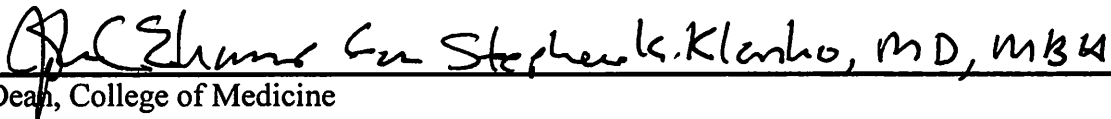
Programs will participate in an organized matching program, such as the National Resident Matching Program (NRMP), if available. Interviews house officer candidates selected, through the appropriate organized matching program as applicable, for the house officer applicant's preferred specialty/subspecialty.

Where applicable, following receipt of NRMP results and/or successful completion of interview process, notifies GME Office of all candidates the program would like to accept into program and provides information necessary for completion of required paperwork.

APPROVED:



Associate Dean, Graduate Medical Education



Dean, College of Medicine

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RVIEWED – 6/05

REVIEWED, APPROVED – 8/2008; 10/2011