

**USF – College of Medicine
GRADUATE MEDICAL EDUCATION POLICY & PROCEDURE**

Title: Selection of House Officers for Post-Graduate Training		No.: GME-201
Effective Date: 1/1/99	Revision Date: 6/05, 8/08; 10/11	Distribution: All
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Policy Statement

The University of South Florida seeks to have graduate-training programs in medical disciplines and specialties of the highest quality. 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. Residency programs must not discriminate with regard to sex, race, age, color, religion, national origin, disability, handicap, genetic information, veteran status, or marital status in the selection process. ACGME RRC guidelines as to qualification per program must be adhered to in the selection process. In selecting from among qualified applicants, the ACGME strongly suggests that the Sponsoring Institution and all of its ACGME-accredited programs participate in an organized matching program where such is available.

Procedure

Responsible Party

Action

Program Director

Receives completed application from potential residency candidates.

House Officer

Provides documentation that he/she is:

- (1) a graduate of a North American medical school accredited by the LCME, or
- (2) a graduate of a U.S. college of osteopathic medicine accredited by the AOA, or
- (3) a graduate of a medical school outside the U.S. who has full ECGME certification, or a full and unrestricted license to practice medicine in the U.S., and has a J-1 visa.
- (4) Has passed USMLE Step 1 & 2 and passed the Clinical skills portion of step two.
- (5) For incoming PGY-3 and above, USMLE Step 3 must be passed prior to beginning training.

Program Director

Interviews resident and makes selection based on ability, aptitude, communication skills, and personal qualities. Must not discriminate on the basis of sex, race, age,

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religion, color, national origin, disability, handicap, genetic information, veteran status, or marital status.

Reviews resident's continuity of education, prior clinical experience, prior residency training, any previous adverse action against medical license, and any felonies or misdemeanors.

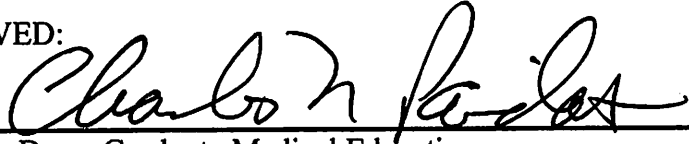
Ensures selected resident meets RRC selection criteria for the specific specialty and the health and immunization guidelines of the College of Medicine

Participate in an organized matching program for ACGME-accredited programs where such is available.

After final selection of residents for individual specialty and/or sub-specialty programs, notifies Office of GME.

Obtains all transfer documents as appropriate.

APPROVED:



Associate Dean, Graduate Medical Education



Dean, College of Medicine
c:p&p\selection.resident

REVIEWED, REVISED, REISSUED 6/05
REVIEWED, REVISED, APPROVED - 8/2008; 10/11