RESIDENT AND FELLOW ELIGIBILITY REQUIREMENTS POLICY

Policy #: GME - 01
Effective Date: 9/1/2020

Responsible Department: GME
Approved by: GME Committee

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Policy:
Candidates for residency at St. Mary Mercy Hospital-Livonia (SMMH) must satisfactorily prove and provide documentation of a medical degree, a passing score on Part 1 and Part 2 of the USMLE/COMLEX/NBPMPE, and other relevant credentials as determined by the Graduate Medical Education Committee. The Graduate Medical Education office, in cooperation with the Program Directors of the residency programs, shall be responsible for review of the credentials of all applicants for residency to ensure that applicants meet the eligibility requirements for residency specified by the Graduate Medical Education Committee, the Accreditation Council for Graduate Medical Education (ACGME), the State of Michigan Board of Medicine, and other appropriate regulatory and accreditation organizations.

Definition of Eligibility Requirements:
Applicants for residency at St. Mary Mercy Hospital Livonia must have one of the following qualifications and credentials:

1. **Graduate of a medical school in the United States or Canada accredited by the Liaison Committee on Medical Education (LCME).** Valid documentation of graduation includes certification from the Dean of the medical school that the candidate is eligible to apply for residency through the Electronic Residency Application Service (ERAS) managed by the Association of American Medical Colleges, or presentation of the original diploma from the medical school, or written confirmation from the Dean of the medical school that the candidate is a graduate of the medical school. Candidates registered through ERAS shall be deemed eligible for appointment. Candidates applying outside of the ERAS shall be approved in writing by the Graduate Medical Education office before being eligible for appointment.

2. **Graduate of a college of osteopathic medicine in the United States accredited by the American Osteopathic Association (AOA).** Valid documentation of graduation includes certification from the Dean of the college of osteopathic medicine that the candidate is eligible to apply for residency through the Electronic Residency Application Service (ERAS) managed by the Association of American Medical Colleges, or presentation of the original diploma from the college of osteopathic medicine, or written confirmation from the Dean of the college of osteopathic medicine that the candidate is a graduate of the school. Candidates not registered through ERAS shall be approved in writing by the Graduate Medical Education office before being eligible for appointment.

3. **Graduate of a podiatric medical school in the United States accredited by the Council of Podiatric Medical Education (CPME).** Applicants must use the Centralized Application Service for Podiatric Residencies (CASPR) and interviews will be conducted through the Centralized Residency Interview Program (CRIP) in compliance with the CPME and Council of Teaching Hospitals (COTH) standards.
2. Graduate of a medical school outside the United States and Canada who meets one of the following qualifications:
   a. **Holds a currently valid certificate from the Educational Commission for Foreign Medical Graduates.** Valid documentation of an ECFMG Certificate must be confirmed in writing to the Program Director by the Graduate Medical Education offices before the candidate is eligible for appointment to residency at St. Mary Mercy Hospital Livonia.
   b. **Graduate of a medical school outside the United States and Canada who has completed a Fifth Pathway program provided by a medical school accredited by the Liaison Committee on Medical Education (LCME).** Valid documentation of completion of a Fifth Pathway program must be confirmed in writing to the Program Director by the Graduate Medical Education office before the candidate is eligible for appointment to residency at St. Mary Mercy Hospital-Livonia.

3. **Holds a full and unrestricted license to practice medicine in the State of Michigan.** Valid documentation of a Michigan medical license must be confirmed in writing to the Program Director by the Graduate Medical Education office before the candidate is eligible for appointment to residency at St. Mary Mercy Hospital Livonia.

4. **USMLE/COMLEX/NBPMRE Requirements:** All applicants for residency must have a passing score on Part 1 of the USMLE/COMLEX/NBPMRE at the time of application. Candidates for residency must have passed Part 2 of the USMLE/COMLEX/NBPMRE and the Clinical Skills Assessment prior to the start of residency and as a condition of employment. Candidates may have only one failure within all steps of USMLE/COMLEX/NBPMRE to be placed on the rank order list or offered a position outside the match process.

5. **Applicants who graduated from medical school three years prior to the anticipated date of enrollment in a SMMH Graduate Medical Education program must document active involvement in clinical practice during the intervening period.** Acceptable documentation of clinical practice may include service as a medical officer in the military, National Health Service Corps service, Indian Health Service experience, or other similar types of government or public health related service obligations. Completion of a clinically relevant advanced degree (e.g., PhD, MPH), involvement in postdoctoral research in a nationally prominent research institution, or other clinically relevant research activities immediately following graduation from medical school may be accepted in lieu of clinical experience. Applicants who do not meet the requirement of clinical practice or who are beyond the three years since graduation requirement must be presented to the Recruitment Advisory Committee for consideration.

6. **Fellowship candidates must have completed an ACGME approved initial training program to be considered for entry into fellowship program.**

Applicants not meeting all eligibility criteria defined in this policy must be discussed with the Recruitment Advisory Committee for recommendation to the Designated Institutional Official prior to submitting on rank order list or being offered a residency position.

Applicants shall not be discriminated against on any basis of age, color, gender, gender identity, disability status, height, marital status, national origin, political persuasion, race, religion, sexual orientation, veteran status, or weight.