

Policy A. 1.20: ELIGIBILITY OF HOUSE STAFF

Define eligibility of house staff.

PURPOSE:

The documentation of eligibility of house staff and house staff programs will rest with the Program Director/Director of Medical Educational and the Medical Education Committee members in full compliance with the ACGME Common Program Requirements. Acceptance to Parkview Medical Center is not influenced by race, color, sex, religion, creed, national origin, age or handicap. Only graduates of an accredited college of medicine are considered.

PROCEDURE:

- A. The applicant is a graduate from an osteopathic or medical college whose programs are accredited by the Accreditation Council of Graduate Medical Education.
- B. The applicant must provide:
 1. A completed application via ERAS
 2. A Dean's letter
 3. Three or more physician reference letters
 4. Medical school transcripts
 5. Scores from COMLEX or USMLE
 6. For residency application, a reference from the Director of Medical Education at the hospital where the applicant completed any training.
 7. Curriculum Vitae
 8. A front facing clear photograph no smaller than 2"x2", nor larger than 5"x7"
- C. The applicant must appear for a personal and/or virtual interview depending on what is dictated that year by the DIO.
- D. Applicants who are in advanced standing and cannot complete their residency training in a time frame that will result in 100% reimbursement on direct medical education benefits will not be routinely accepted without special approval by the Parkview Medical Center Graduate Medical Education Committee.
- E. If there is a question regarding the eligibility of an applicant, the final decision will rest with the Graduate Medical Education Committee.
- F. All applicants are reviewed by the Department of Medical Education and must comply with the United States Federal Government Department of Health and Human Services, Department of Immigration and Naturalization, Visa and Cobra 85 Regulations and Guidelines. Further, they must be eligible for a State of Colorado Limited License. House staff must successfully complete all three (3) parts of Comlex or USMLE and become fully licensed in the State of Colorado before advancing to the PGY3 year.
- G. An applicant must meet one of the following prior to appointment

1. A currently-valid certificate from the Educational Commission for Foreign Medical Graduates
 2. A full and unrestricted license to practice medicine in a United States licensing jurisdiction in his or her current ACGME specialty/subspecialty program
 3. Has graduates from a medical school outside the United States and has completed a Fifth Pathway** program provided by an LCME-accredited medical school
- H. Completed applications (including interview results) are presented to Parkview Internal Medicine's core faculty by the DME/DIO for ranking of the candidates. Candidates are ranked as follows: preferred candidate, alternate or non-preferred. House staff selection is conducted using National Residency Matching Program (NRMP) for all candidates.