



capitahealth

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Owner Saba Hasan: Int
Med Res Prgm
Dir

Area Internal Medicine
Residency
Program

References IM – 1.1

Internal Medicine Resident Eligibility and Selection

I. PURPOSE:

The Accreditation Council for Graduate Medical Education (ACGME) Common Program Requirements establishes guidelines for eligibility and appointment of residents. The purpose of this policy is to establish the guidelines for eligibility for Capital Health Regional Medical Center Internal Medicine Residency in compliance with ACGME Internal Medicine Program Requirements.

II. FORMS/ATTACHMENTS:

None.

III. EQUIPMENT/SUPPLIES:

None.

IV. POLICY:

It is the policy of the Internal Medicine Residency Program to maintain ACGME Internal Medicine Program Requirements and State of New Jersey Statutes and Regulations when accepting new residents and residents transferring into the Program. Additional program eligibility requirements are contained in the procedure.

V. PROCEDURE:

- To be eligible for a first year postgraduate training position (PGY1) as an Internal Medicine resident, candidates must have satisfied the education requirements for registration as a

medical resident in the State of New Jersey under the NJ Board of Medical Examiners Regulations.

- Applicants must meet one of the following:
 - Graduate of a medical school in the United States or Canada that is accredited by the Liaison Committee on Medical Education (LCME), or
 - Graduate of a college of osteopathic medicine in the United States, accredited by the American Osteopathic Commission on Osteopathic College Accreditation (AOACOCA) or
 - Graduate of a medical school outside of the United States or Canada listed in the World Health Organization (WHO) Directory of Medical Schools that meets the criteria of the State of New Jersey for registration and training permit. Graduate must also meet **one of the following additional qualifications**:
 - hold a currently valid certificate from the Educational Commission for Foreign Medical Graduates (ECFMG).
 - hold a full and unrestricted license to practice medicine in New Jersey.
- Capital Health Regional Medical Center Internal Medicine Residency does not sponsor immigration visas. However this might occur in certain unusual circumstances with approval of Chief Academic Officer and Designated Institutional Official. Foreign Medical Graduates (FMGs) must be U.S. Citizens or U.S. permanent residents to participate in the program.
- Candidates for the Internal Medicine Residency program must apply for a position through the Electronic Residency Application System (ERAS).
- To be considered, applications must be complete including: valid ECFMG certificate if applicable, successful completion of USMLE Step1, Step 2 and CS or COMLEX-USA Level 1 and Level 2-CE and PE, medical school transcript, Dean's Letter (MPSE) or equivalent, and three Letters of Recommendation (LoR) and Personal Statement.
- Candidates will be selected based on the quality of their ERAS application and scheduled to interview with the Program Director and/or a faculty designee.
- Applicants who are invited to interview will receive the Resident Agreement, in writing or electronically, which includes the terms, conditions and benefits of appointment to the program that are currently in place or that will be in place at the time of appointment. The information will include financial support, vacation and other leaves, professional liability and insurance accessible to resident and their dependents.
- The Resident Agreement also identifies the responsibilities of Capital Health, the Residency Program and the Resident, should a position be offered.
- Applicants who are invited to interview will receive a copy of the Program Aims as well as information regarding eligibility to take the ABIM examination to become Board Certified in Internal Medicine.
- The Internal Medicine Residency participates in the National Residency Matching Program.
- Ranking of applicants will be based on the quality of the application, academic credentials, preparedness, aptitude, personal characteristics, and communication skills.
- Applicants seeking transfer into the Capital Health Regional Medical Center Internal Medicine Residency must have completed prior training in an ACGME-accredited residency, AOA-

approved residency, Royal College of Physicians and Surgeons of Canada (RCPSC)-accredited or College of Family Physicians of Canada (CFPC)-accredited residency programs located in Canada, or in residency programs with ACGME International (ACGME-I) Advanced Specialty Accreditation.

- Residency programs must receive verification of each resident’s level of competency in the required clinical field using ACGME, CanMEDS, or ACGME-I Milestones evaluations from the prior training program upon matriculation.
- Prior to acceptance of a resident transferring into the Internal Medicine Residency program, the program must obtain verification of previous educational experiences and a summative competency-based performance evaluation.
- For admission to PGY2 and subsequent years, the applicant must qualify for a permit issued by the NJ Board of Medical Examiners.
- Capital Health is committed to a policy of Equal Employment Opportunity with respect to all employees and applicants for employment, as consistent with applicable law. Capital Health Equal Employment Opportunity policy prohibits discrimination on all legally recognized bases. See Human Resources policy HR 1.2 RMC for details.
- Resident Agreements/Contracts will be prepared by the Department of Graduate Medical Education or designee, forwarded to selected residents and returned to be approved by the CEO of Capital Health or designee.
- Capital Health will monitor compliance with this policy through the Graduate Medical Education Committee.
- Program will provide Implicit Bias training annually to Program Director, Associate Program Directors, faculty physicians and coordinators.

REFERENCES:

- ACGME Common Program Requirements – July 1, 2023.
- ACGME Institutional Requirements – July 1, 2020.
- New Jersey Board of Medical Examiners Regulations and Statutes.
- Capital Health Human Resources Policy 1.2 – Equal Employment Opportunity October 2020

Approval Signatures

Step Description	Approver	Date
Chief Academic Officer	Robert Remstein: Chief Academic Officer	Aug 2023
	Saba Hasan: Int Med Res Prgm Dir	Aug 2023

Standards

No standards are associated with this document