

Project Vida Health Center
Community Psychiatry Residency
Graduate Medical Education Policies and Procedures

Resident Eligibility, Selection and Appointment

APPROVED: 7/26/2023; 11/1/2023

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Purpose:

To provide guidelines for the eligibility and selection of potential candidates for enrollment into a residency program at Project Vida Health Care Center.

Policy:

1. Eligibility: Applicants with one of the following qualifications will be considered for appointment:

- A. Graduates of medical schools in the United States and Canada accredited by the Liaison Committee on Medical Education (LCME).
- B. Graduates of College of Osteopathic Medicine in the United States accredited by the American Osteopathic Association (AOA); or
- C. Graduates of medical schools outside the United States and Canada, and meeting one of the following additional qualifications:
 1. Holding a currently valid certificate from the Educational Commission for Foreign Medical Graduates (ECFMG) prior to appointment; and have no expiration dates.
 2. Holding a full and unrestricted license to practice medicine in the United States licensing jurisdiction in which the ACGME-accredited program is located.

All prerequisite postgraduate clinical education required for initial entry or transfer into ACGME-accredited residency program(s) must be completed in ACGME-accredited residency programs, AOA-approved residency programs, 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.

- A. 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.

2. Eligibility and Selection:

- A. Program(s) will select candidates from among eligible applications on the basis of experience, attributes, academic credentials, and how they relate to the mission of the program. The Program Director or designee will have final responsibility for judging the aforementioned qualities based upon the individual's application, reference letters, and externship performance at Project Vida Health Care Center if applicable. Programs will not discriminate with regard to age, ancestry, ethnicity, national origin, color, race, religion, religious creed, military service/veteran status, marital status, sex, sexual orientation, gender identity, gender expression, transgender status, genetic information, medical condition,

mental or physical disability, family care or medical leave, pregnancy (and related conditions), breastfeeding, political affiliation, victims of crime, or any other legally impermissible factor.

- B. The program(s) will participate in the National Resident Matching Program (NRMP). Participation in the NRMP does not prohibit a program from offering a contract to an eligible and qualified applicant who is legally a nonparticipant in the NRMP. When program(s) do not fill through the MATCH, off-MATCH residents may be appointed to unfilled positions as long as they meet institutional standards.
- C. An applicant invited to interview for a resident position must be informed, in writing or by electronic means, of the terms, conditions, and benefits of appointment to the ACGME-accredited program, either in effect at the time of the interview or that will be in effect at the time of the applicant's eventual appointment.
- D. Information that is provided must include: stipends, benefits, vacation, leaves of absence, professional liability coverage, and disability insurance accessible to the residents and their eligible dependents.
- E. A training program selection committee shall rank a candidate on the basis of the group's assessment of the individual's potential contributions in that particular specialty. Judgements shall be based on the applicant's academic performance, the assessment of his/her abilities as reflected by letters of recommendation and personal qualities evaluated during the interview process conducted by faculty and resident representatives in addition to qualities previously noted.
- F. Prior to accepting an applicant for residency, the Program Director shall verify that the applicant has passed USMLE STEP and Step 2 CK or COMLEX Level 1 and LEVEL 2 PE, as applicable. Passage of licensing examinations must be within the number of attempts indicated by the Texas Medical Board (TMB) for Texas licensure (Exceptions to the number of attempts is permissible at the discretion of the PD and the Selection Committee).
- G. Applicants who do not meet one of the eligibility requirements listed above may not be offered a position in any residency program at Project Vida Healthcare Center.

4. Postgraduate Training License:

A graduate from an accredited medical school, who does not hold a physician's and surgeon's license, and is accepted in an Accreditation Council for Graduate Medical Education (ACGME) accredited postgraduate training program in Texas must obtain a physician-in-training permit.

5. Resident Transfers: Prior to accepting a trainee from another program the Program Director must obtain the following:

- A. Written or electronic verification of previous educational experiences and a summative competency-based performance evaluation prior to acceptance of the transferring resident, and Milestones evaluations upon matriculation.
- B. Proof that the transferring resident has passed the USMLE Step 3 or equivalent licensing examination (i.e.COMLEX) for PGY3 residents or higher.

6. Appointment criteria:

- A. Every potential candidate must meet the requirements for obtaining a license in the State of Texas and be eligible to sit for national board examinations leading to specialty board certification.
- B. Each potential appointee shall have passed USMLE Steps 1 and Step 2 CK or NBOME COMLEX 1 and COMLEX 2 CE within the number of attempts indicated by the Texas Medical Board for Texas Licensure.
- C. Each potential appointee shall have undergone a criminal background check that establishes eligibility for clinical training in accordance with policy of GME Criminal Background Check.
- D. IMG graduates must hold a valid ECFMG Certificate with no expiration dates.

Failure to meet the appointment criteria will make the potential appointee unqualified.