Pain Medicine Fellowship
Eligibility and Selection Policy

Purpose: The Eligibility and Selection Policy is designed to ensure fair and consistent consideration and decision-making for all applicants to the pain medicine fellowship program. Recruitment and appointment of fellows to the fellowship is performed by the program director, faculty and department chair under the oversight of the Graduate Medical Education Committee (GMEC) and the Office of Graduate Medical Education.

Eligibility: Fellow selection must comply with the criteria for fellow eligibility as defined in the Institutional Requirements [IR IV.A.] and as further specified by the Common Program Requirements [CPR III.A] and applicable specialty-specific program requirements. Applicants must meet the following qualifications to be eligible for appointment to an ACGME-accredited program:

All required clinical education for entry into ACGME-accredited fellowship programs must be completed in an ACGME-accredited residency program, or in an RCPSC-accredited or CFPC-accredited residency program located in Canada. [CPR III.A.2.]

ACGME Eligibility Criteria Effective July 2016 Effective July 1, 2016, new eligibility requirements for prerequisite training for entry or transfer into ACGME-accredited residency programs and fellowship programs take effect. These are detailed in the Common Program Requirements Effective July 1, 2016 and the One-Year Common Program Requirements Effective July 1, 2016 on the ACGME website.

The program must receive verification of each entering fellow’s level of competency in the required field using ACGME or CanMEDS Milestones assessments from the core residency program (CPR III.A.2).

The American Board of Anesthesiology does not grant exceptions to the fellowship eligibility requirements

The program director must ensure that candidates are eligible for a Washington State provider license, be authorized to work in the United States at the time of appointment, and meet applicable essential abilities requirements of the program.

Non-US citizens must possess appropriate work authorization prior to their appointment to a UW GME program. Additional requirements or restrictions may apply for positions depending on source of funding, such as grants awarded by the National Institutes of Health (NIH).

Visas:
The Pain Medicine Fellowship Program accepts foreign national physicians who meet the eligibility and selection program requirements. Foreign nationals requiring visa sponsorship must obtain a J-1 visa sponsored by the Educational Commission for Foreign Medical Graduates (ECFMG). The UW and Pain Medicine Fellowship program does not generally provide H-1B sponsorship for fellows in its clinical training programs unless the fellow is otherwise ineligible for a J-1 visa.

Revised 12.12.17 MPJ
Applicants need to request from programs prior to ranking, consideration for H1B visa. An applicant cannot be ranked or accepted into the fellowship program until the program receives approval by the GME Office and ISO/Academic HR for an H-1B visa sponsorship.

**Application:** The program will use the Electronic Residency Application Service (ERAS®) to its fullest extent to receive and accept applications to the program.

**Interview:** Applicants invited to interview for a fellow position must be informed in writing or by electronic means, of the terms, conditions, and benefits of their appointment to the ACGME-accredited program, as well as all institutional and program policies regarding eligibility and selection for appointment, either in effect at the time of the interview or that will be in effect at the time of their eventual appointment. This includes financial support; vacations; parental, sick, and other leaves of absence; and professional liability, hospitalization, health, disability and other insurance accessible to fellows and their eligible dependents. All terms, conditions, and benefits of the potential appointment are described in the Residency and Fellowship Position Appointment, which are available by January 15th of each year and effective for the following academic year. These resources are posted on the GME website.

**Selection:** The program must select trainees among eligible applicants on the basis of training program-related criteria such as their preparedness, ability, aptitude, academic credentials, communication skills, and personal qualities such as motivation and integrity, as well as professionalism. The program must not discriminate with regard to sex, race, age, religion, color, national origin, disability, or any other applicable legally protected status.

Before accepting a fellow who has completed residency and/or fellowship training at UW or an outside training program, or who is transferring from another program, the program must obtain verification of previous educational experiences and a summative competency-based performance evaluation of the transferring fellow, as outlined in the UW GME Transfer Policy.

International Medical Graduates (IMGs): Graduates of medical schools outside the US and Canada (IMGs) are required to have passed all examinations required for ECFMG Certification, including USMLE Steps 1 and 2 (CK and CS) or their equivalents, before they may be considered for final selection to the fellowship training program.

**Matching:** The program will participate in the National Residency Matching Program (NRMP) Match, to its fullest extent. The NRMP All-In Policy does not apply to the Specialties Matching Service.

**NRMP Match:** The program director and administrator are required to review the terms and conditions of the applicable Match Participation Agreement for their specialty each year and comply with applicable Match policies and the Match Commitment, which addresses violations of NRMP Policy.

As noted in the Match Participation Agreement, the program director is prohibited from offering positions to ineligible applicants, and must use the Applicant Match History in the Registration, Ranking, and ResultsSM (R3SM) System to determine an applicant’s eligibility for appointment.

Revised 12.12.17 MPJ
It is a breach of the applicable Match Participation Agreement for:
(a) the program to request applicants to reveal ranking preferences;
(b) an applicant to suggest or inform the program that placement on a rank order list or acceptance of an offer during the Supplemental Offer and Acceptance ProgramSM (SOAPSM) is contingent upon submission of a verbal or written statement indicating the program’s preferences;
(c) the program to suggest or inform an applicant that placement on a rank order list or a SOAPSM preference list is contingent upon submission of a verbal or written statement indicating the applicant’s preference;
(d) the program to require applicants to reveal the names or identities of programs to which they have or may apply; or
(e) the program and an applicant in the Matching Program to make any verbal or written contract for appointment to a concurrent year residency or fellowship position prior to the release of the List of Unfilled Programs.

**Match Participation Waiver:** In the event that the program wishes to accept a candidate outside of the Match, the program must request a waiver from full participation in the Match. Waiver requests are made to the GMEC and include:

a) the number of positions to be offered outside the Match and positions in the Match;
b) a detailed description of the program’s application and selection process for applicants accepted outside of the Match; and
c) confirmation that candidates being considered for positions outside the Match will not be interviewed as part of the official NRMP, and are not currently registered for the Match.

Waivers are time-limited and will not be granted for more than 25% of available positions (or 1 position for programs with less than four first-year positions) in the program.