

UMMS RESIDENCY AND FELLOWSHIP APPLICANT INFORMATION – INSTRUCTIONS FOR COORDINATORS AND PROGRAM DIRECTORS

Aug. 2012

NRMP policy requires that each training program provide complete and accurate information to interviewees, including a sample contract and the institution's policies on visa status and eligibility for appointment to a residency or fellowship position, as applicable. This information **must be communicated to interviewees in writing prior to the rank order list certification deadline**. It is recommended that each program obtain a signed acknowledgment of such communication from each applicant who interviews with such program.

All information referenced in the Applicant Information Checklist is available on the www.umassmed.edu/gme (internet) web site. Please review the following list with all applicants that you interview. Ask them to check off each document listed and sign below to indicate that you have received the information. Have them keep a copy of the checklist for their records.

This year, there is an extremely important addition to the information that we must provide to applicants. The new UMMS Policy on “Residents and Fellows with Bloodborne Pathogen Infection” has very specific requirements for immunization and documentation of serologic status in order to meet appointment requirements. If a resident or fellow is not in full compliance with all requirements by July 1st they will be unable to start work. Because of the implications, we are asking that the requirements be discussed during the interview and that the interviewees receive a paper copy of the policy in addition to the Applicant Information Checklist with a link to the policy on line.

Make sure they sign a copy of the Applicant Information Checklist and receive a copy for their records.

You may also wish to remind applicants that the University of Massachusetts Medical School and UMass Memorial Health Care have implemented a complete tobacco-free policy, both indoors and outdoors-- for all properties, covering all tobacco products, including chewing tobacco, and extending to everyone: patients, visitors, employees, students and vendors.

UMMS RESIDENCY AND FELLOWSHIP APPLICANT INFORMATION CHECKLIST

September 2012

The following information is available on the www.umassmed.edu/gme (internet) web site. Please review this list and check off each document and sign below to indicate that you have received the information. Let us know if you prefer hard copies. Keep the last page for your records.

UMMS REQUIREMENTS FOR APPOINTMENT

A complete list of eligibility requirements is provided on the GME web site. Key points are provided below:

<http://www.umassmed.edu/gme/eligible.aspx>

- **Graduates of medical schools approved by the Liaison Committee for Medical Education (LCME) or the American Osteopathic Association (AOA)** may be eligible for appointment to the University of Massachusetts Residency and Fellowship programs although some specialties may have additional prerequisites.
- **Foreign medical graduates** must be certified by the ECFMG and have appropriate visa and work permits. **UMMS accepts J1 visas sponsored by the ECFMG and will assist with H1B1 transfers ONLY for residents currently enrolled in another clinical training program on an H1 visa OR F1-OPT year for students currently enrolled in a US medical school MD or DO program on an F1 visa.**
We do not routinely provide H1B transfers for people in Research Positions.
- **All residents and fellows must be eligible for Massachusetts licensure** and are responsible for obtaining a license prior to the start of training. (Some programs may require Full rather than Limited licensure). **Delay in license approval means delay in residency start date. Requirements for Full or Limited licensure** for US and international medical graduates are listed on the Board of Registration Web Site at:
[MA Board of Registration in Medicine Website](http://www.mass.gov/massmedboard)
<http://www.mass.gov/massmedboard> - *Navigate to information for Physicians Frequently Asked Questions*

All applicants are required to pass USMLE Step2 CK and Step 2 CS (DO applicants must pass two levels of COMLEX) to be eligible for licensure

SUPPLEMENTAL PROGRAM SPECIFIC APPOINTMENT REQUIREMENTS (if applicable)

UMMS TECHNICAL STANDARDS FOR GRADUATE MEDICAL EDUCATION The Full UMMS document is available on the UMMS Graduate Medical Education web site:
<http://www.umassmed.edu/uploadedFiles/TechnicalStandardsAmended.doc>

RESIDENTS AND FELLOWS WITH BLOODBORNE PATHOGEN INFECTION POLICY

Please review entire policy – copy provided. [Bloodborne Pathogen Infection Policy](#)

- Prior to beginning residency, all applicants are required to undergo HBV immunization as a condition of employment unless they are a) already known to be seropositive (HBV surface antigen or antibody positive) or b) can provide proof of prior effective immunization with adequate HBV surface antibody titers.

- If a resident has undergone immunization and remains seronegative, the resident will be required to receive a single booster dose of HBV vaccine and will be retested no sooner than six weeks after immunization.
- If the resident is still HBV surface antibody negative, then testing for HBV surface antigen will be performed.
- If a resident is HBV surface antigen positive, additional follow-up testing will be performed according to UMMS Employee Health Service protocols and the resident will be referred to the BPAC to determine if accommodations are reasonable and appropriate.
- If the resident is found to be HBV surface Ag negative, they will be cleared by employee health.
- **IN ORDER TO BE ELIGIBLE FOR A JULY 1 START DATE, THIS PROCESS MUST BE COMPLETED PRIOR TO ARRIVAL AT UMMS/UMMMC**

_____ **UMMMC Policy #5008 Management of Healthcare Worker Infected with Bloodborne Pathogen.**

Program applicants must be able to document that they will be able to meet program training requirements (including performance of various clinical procedures). Applicants who are carriers of bloodborne pathogens may be unable to comply with these technical standards. Specific questions may be directed to the Office of Graduate Medical Education or Infection Control.

_____ **SUPPLEMENTAL PROGRAM-SPECIFIC TECHNICAL STANDARDS (if applicable)**

ADDITIONAL GME INFORMATION:

_____ **UMMS GRADUATE MEDICAL EDUCATION PERSONNEL POLICIES**

Full document is available on the UMass Graduate Medical Education web site:

<http://www.umassmed.edu/appinfo.aspx>

[UMMS GME Personnel Policies](#)

_____ **BENEFITS AND STIPEND INFORMATION**

Full document is available on the UMass Graduate Medical Education web site:

<http://www.umassmed.edu/Content.aspx?id=110624> [Benefits and Stipend Information](#)

UMASS MEDICAL SCHOOL GRADUATE MEDICAL EDUCATION APPOINTMENT AGREEMENT

 X Copy provided.

Please note that all applicants must authorize and successfully complete the Medical Center resident physician credentialing process. This process requires complete answers to all questions on the Massachusetts Board of Registration in Medicine application for all limited and full licensure applicants as well as criminal background checks and whatever additional documentation the credentials committee sees fit. Receipt of a license by the Mass BORM does not guarantee approval by the GME credentialing committee. Questions about the credentialing process should be directed to the Office of Graduate Medical Education.

Signature

Date

Name (Please Print)

UMMS RESIDENCY AND FELLOWSHIP APPLICANT INFORMATION CHECKLIST – APPLICANT COPY

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