

Policies and Procedures

<i>Section:</i> School of Medicine		<i>NO.</i>				
<i>Chapter:</i> GME Policy	<i>Issued:</i> 03.2019	<i>REV. A</i> 8/13/2020	<i>REV. B</i> 03/26/2021	<i>REV. C</i> 10/2021		
<i>Policy:</i> Institutional Policy for Resident and Fellow Recruitment, Selection and Eligibility and Appointment		<i>Page 1 of 5</i>				

PURPOSE

This policy defines the eligibility, recruitment and selection requirements for applicants applying to the graduate medical education (GME) programs at Creighton University with a special focus on increasing diversity and inclusion. Because Creighton exists for learning, members of our community are challenged to reflect on transcendent values, including their relationship with God, in an atmosphere of freedom of inquiry, belief, and religious worship. The inalienable worth of each individual and appreciation of ethnic and cultural diversity are core values of Creighton. We work to create and maintain an inclusive, welcoming environment by celebrating and increasing diversity.

SCOPE

The policy applies to all Creighton University Graduate Medical Education Office, Creighton's graduate medical residency and fellowship programs and their leadership and staff.

DEFINITIONS

- **Faculty:** Defined as individuals with a formal assignment by the residency/fellowship program to teach and supervise resident/fellow physicians.
- **NRMP and MSMP:** NRMP is the National Resident Matching Program and the MSMP is the Medical Specialties Matching Program Fellowship Match that participates in the NRMP.
- **Applicant:** An individual invited to interview with a graduate medical education program.
- **GME Program:** A structured educational experience in graduate medical education designed to conform to the Program Requirements of a particular specialty/subspecialty, the satisfactory completion of which may result in eligibility for board certification.

POLICY

Recruitment

- As part of Creighton University's ongoing commitment to diversity, equity and inclusion, Creighton GME is committed to implement recruitment polices that improve the culture of academic medicine at Creighton University School of Medicine (CUSOM) through expanding representation of underrepresented minorities in medicine. As such, GME recruitment efforts aim to cultivate an academic environment where diversity, equity and inclusion are the norm. Creighton adheres to the belief that diversity, equity and inclusion improve the educational experience of our trainees, our community and the diverse patients we serve. Our approach is based on the firm belief that a more diverse faculty, staff, residents and fellows allows us to fulfill our educational mission to develop learners who serve with compassion and respect for all persons.
- Creighton GME aims to recruit a diverse workforce.
- There must be a holistic approach to the candidates that we recruit. This includes a flexible, highly individualized process by which balanced consideration is given to the candidate's experiences, attributes and academic accomplishments. It also includes reducing the prioritization on standardized test scores or grading systems that have created disproportionate underrepresentation of diverse residents and fellows.
- Programs must develop culturally responsive processes they use to seek diverse candidates such as attending residency fairs or other student run organizations that focus on the needs and concerns of under-represented minorities.

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- Creighton GME and its programs strive to have an environment of support and inclusion.

Selection

- Each program selection committee must ensure that the program selects from among eligible applicants on the basis of their preparedness, ability, academic credentials, communication skills, and personal qualities, such as motivation, integrity, life experiences, identification with the patient populations we serve and professionalism. Programs must not discriminate with regard to race, color, religion, sex, marital or parental status, national origin, age, disability, citizenship, sexual orientation, gender identity, gender expression, active military or veteran status, and any other groups protected by federal, state or local statutes.
- Creighton graduate medical education programs participate in the National Resident Matching Program (NRMP), when available; and selection of house staff through the NRMP is mandatory, when it exists. When programs are enrolled in the NRMP, they must follow all policies set by the NRMP. Any resident who qualifies by NRMP policy to be taken outside of the match, must receive prior approval from the Associate Dean for Graduate Medical Education. It is the responsibility of the Program Director to seek this approval.
- Programs who participate in the NRMP Medicine Specialty Matching Program are not bound by the all in policy of the NRMP, unless otherwise specified by the NRMP, and may offer positions outside of the Match. Those positions must be accepted prior to the quota deadline for the Match.
- The program selection committee will rank the candidates for entrance into the NRMP, where appropriate, for selection based on holistic qualifications.

Eligibility

Applicants with one of the following qualifications are eligible for appointment to CUSOM GME training programs.

- Graduates of medical schools in the United States or Canada accredited by the Liaison Committee on Medical Education (LCME).
- Graduates of colleges of osteopathic medicine in the United States accredited by the American Osteopathic Association (AOA).
- Graduates of medical schools outside the United States or Canada who meet one of the following qualifications:
 - Have received a currently valid certificate from the Educational Commission for Foreign Medical Graduates (ECFMG), prior to appointment, or,
 - Holds a full and unrestricted license to practice medicine in a United States licensing jurisdiction in his or her current ACGME specialty/subspecialty program.

Acceptance of applicants into a postgraduate training program (residency or fellowship) at the second year or beyond must have passed USMLE Steps 1, 2, and 3 or its equivalent. For acceptance into an RRC accredited fellowship, the house staff physician must have completed an ACGME (or equivalent) accredited residency in a specialty recognized by the American Board of Medical Specialties (ABMS) (or equivalent).

- Prior to entrance into the program, the applicant must provide appropriate documentation satisfying the University's requirements as stated above.

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APPOINTMENT

Residents and fellows must be provided with a contract outlining the terms and conditions of their appointment to their program. These contracts must be approved by the Graduate Medical Education Committee (GMEC) annually.

REFERENCES

ACGME

AMENDMENTS OR TERMINATION OF THIS POLICY

This policy supersedes all program level policies regarding this area/topic. In the event of any discrepancies between program policies and this GME policy, this GME policy shall govern.

Creighton University reserves the right to modify, amend, or terminate this policy at any time.

Reviewed and Approved By:

Phx GEC: September 13, 2021

Omaha GEC: September 10, 2021

Exec GMEC: October 11, 2021