

Creighton University School of Medicine-Phoenix Policies

POLICY:	Resident & Fellow Recruitment, Selection, Eligibility, & Appointment
GOVERNING BODY:	Graduate Medical Education Committee – Creighton University School of Medicine-Phoenix
GMEC APPROVAL DATE:	August 7, 2023; February 6, 2023
REVISED DATE:	February 6, 2023
ACGME ACCREDITATION STANDARD REFERENCE:	Institutional Requirement: IV.B.1. Resident/Fellow Appointments

PURPOSE

This policy defines the eligibility, recruitment and selection requirements for applicants applying to the Graduate Medical Education (GME) programs at Creighton University School of Medicine-Phoenix (CUSOM-PHX) with a special focus on increasing diversity and inclusion. Creighton University and the Creighton Alliance partner training sites in Arizona have a deep-rooted mission 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 University. We work to create and maintain an inclusive, welcoming environment by celebrating and increasing diversity.

SCOPE

The policy applies to all CUSOM-PHX House Staff Physicians (HSP) and their respective training programs, that are Accreditation Council for Graduate Medical Education (ACGME) accredited or meet the criteria in the Non-ACGME Accredited Program Policy.

DEFINITIONS

- **Applicant:** An individual invited to interview with a GME program.
- **Faculty:** Defined as individuals with a formal assignment by the residency/fellowship program to teach and supervise HSP physicians.
- **GME Program:** A structured educational experience in GME designed to conform to the Program Requirements of a particular specialty/subspecialty, the satisfactory completion of which may result in eligibility for board certification.
- **House Staff Physician (HSP):** Any resident or fellow in a Creighton School of Medicine GME program.
- **National Resident Matching Program (NRMP) and Medical Specialties Matching Program (MSMP):** NRMP provides an orderly and fair mechanism for matching the preferences of applicants for residency positions with the preferences of residency program directors. The MSMP performs similar matching services for 16 subspecialty fellowships and four sub-subspecialties.

POLICY

Recruitment

- As part of the Creighton University ongoing commitment to diversity, equity and inclusion, the

GME programs sponsored by CUSOM-PHX are committed to implement recruitment policies that improve the culture of academic medicine at Creighton University School of Medicine through expanding representation of those underrepresented in medicine. As such, GME recruitment efforts aim to cultivate an academic environment where diversity, equity and inclusion are the norm. We adhere 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, and HSP allows us to fulfill our educational mission to develop learners who serve with compassion and respect for all persons.

- 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 HSP.
- Programs 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.
- CUSOM-PHX 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 based on 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 based on 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.
- CUSOM-PHX programs participate in the National HSP 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 HSP who qualifies by NRMP policy to be taken outside of the match, must receive prior approval from the Designated Institutional Official (DIO). 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-PHX 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 and 2, or its equivalent. For acceptance into a Review and Recognition Committee accredited fellowship, the HSP must have completed an ACGME (or equivalent) accredited residency in a specialty recognized by the American Board of Medical Specialties (or equivalent). Prior to entrance into the program, the applicant must provide appropriate documentation satisfying the University's requirements as stated above.

APPOINTMENT

HSPs must be provided with a contract outlining the terms and conditions of their appointment to their program. These contracts must be approved by the GME Committee annually.

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 institutional policy shall govern.

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