

University of Washington Boise Internal Medicine Residency Program

Eligibility, Recruitment and Selection Policy

Purpose: This policy is designed to ensure fair and consistent consideration and decision-making for all applicants to the University of Washington Boise Internal Medicine Residency (UW BIM) training program. Recruitment and selection of program applicants is performed by the program director and responsible faculty under the oversight of the Graduate Medical Education Committee (GMEC) and the Graduate Medical Education (GME) Office.

Program Aims: At UW Boise Internal Medicine, our mission is to grow a community of curious, compassionate, and versatile physicians who serve, lead, and teach in Idaho and the Northwest.

Eligibility: To be considered for the UW BIM training program, individuals must:

1. Meet Accreditation Council for Graduate Medical Education (ACGME) minimum eligibility requirements established for all trainees in accredited training programs including UW BIM (ACGME Institutional Requirements. 4.2.a.);
2. Meet VA selective service registration requirements since the Boise Veterans Affairs (VA) Medical Center is an important partner in resident education at UW BIM and the VA requires selective service registration for VA appointments (Federal law, 5 U.S.C. 3328);
3. Meet State of Idaho Physician licensing requirements (<https://proddfmmaina.blob.core.windows.net/dfm-admin-website/rules/current/24/243301.pdf>; <https://dopl.idaho.gov/bom/bom-statutes-rules-and-guidance/>).
4. Meet UW Immunization and Health Screening Policy requirements (<https://sites.uw.edu/uwgme/policies/immunization-and-health-screening-policy/>);
5. Be certified by the Educational Council for Graduate Medical Education (ECFMG) prior to the clinical start date if a graduate of a medical school outside of the United States;
6. Be legally eligible to work in the United States;
7. Meet the UW BIM Essential Abilities Requirements.

Recruitment and Selection: UW BIM as part of the University of Washington is committed to fostering an inclusive, respectful and welcoming community for all. As an equal opportunity employer, the University considers applicants for employment without regard to race, color, creed, religion, national origin, citizenship, sex, pregnancy, age, marital status, sexual orientation, gender identity or

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expression, genetic information, disability, or veteran status consistent with UW Executive Order No. 81.

Applications for UW BIM PGY1 positions are accepted only through the Electronic Residency Application Service (ERAS) administered by the Association of American Medical Colleges (AAMC). PGY1 positions are only offered through the National Residency Matching Program (NRMP).

The following items are required as part of the ERAS application:

- Personal Statement
- Medical School Transcript
- Medical Student Performance Evaluation (“Dean’s Letter”)
- Departmental Letter of Recommendation and at least two additional letters of recommendation or at least three letters of recommendation if an official Departmental Letter is not available
- USMLE or COMLEX transcripts (either is acceptable)

Complete applications are reviewed by the Program Director or designees using a standardized rubric to determine the strength of the individual’s candidacy and alignment with program aims. Interviews are offered to candidates based on the results of the application review.

UW BIM faculty interview applicants using a standardized set of questions and scoring rubric. Numeric and narrative feedback on each applicant is stored in ERAS/Thalamus and provided to faculty on the Ranking Committee.

Upon completion of interviews, applications are reviewed by the Ranking Committee members (the UW BIM Program Director, Associate Program Directors, and selected faculty). Rank lists are compiled based on input from the Committee members and submitted to the NRMP. NRMP results constitute a binding commitment.