

RESIDENT HANDBOOK
Policies and Procedures

II.C. RESIDENT ELIGIBILITY and SELECTION

C. 1. Applicants with the following qualifications are eligible to apply for appointment to accredited residency programs:

1. Medical Education

Applicants must provide proof of completion of the requisite professional education. This includes proof of the following status:

Graduate (or pending graduate) of United States and Canadian medical schools accredited by the Liaison Committee on Medical Education;

or

Graduate (or pending graduate) of United States colleges of osteopathic medicine accredited by the American Osteopathic Association;

or

Graduate (or pending graduate) of foreign medical schools who have a valid certificate from the Educational Commission for Foreign Medical Graduates;

or

Graduate (or pending graduate) of foreign medical schools who have completed a Fifth Pathway program provided by a medical school accredited by the Liaison Committee on Medical Education (LCME).

2. Licensure

Applicants must have the requisite education to secure an appropriate license in the State of Illinois.

(I) Applicants for accredited core residency programs must have the requisite education and certification to secure a temporary license in the State of Illinois.

(ii) Applicants for accredited and non-accredited fellowship programs must have the requisite education and certification to secure a full and unrestricted permanent license in the State of Illinois including, but not limited to, documentation of successful completion of USMLE parts I, II and III.

Applicants failing to meet the requirements as outlined above before the date identified on the Graduate Medical Education Agreement shall be deemed ineligible for the current academic year and shall be required to re-apply for admission to the program.

C. 2. Programs select residents from among eligible applicants on the basis of their preparedness, ability, aptitude, academic credentials, communication skills, and personal qualities such as motivation and integrity.

1. Loyola does not discriminate with regard to gender, race, age, religion, color, national origin, disability, veteran status, or sexual preference.
2. All residents must demonstrate understanding and facility in using the English language.

3. Residents are selected for appointment to the program in accordance with institutional policies and procedures.
4. Residents shall be selected for appointment in accordance with program accreditation requirements. When specifically required by the accrediting body or when selection criteria are more specific than outlined by the accrediting body or by this policy, program-specific selection policies shall be maintained.
5. Transfer of traditional trainees
Before accepting a resident from a preliminary year residency or an incoming fellow from a completed primary residency from another accredited training program (either from within the Loyola system or from an outside institution), a written verification of previous educational experience and an evaluation of past performance must be secured from the resident's current and/or previous program director(s). Such evaluation must include an evaluation of the individual's performance in each of the requisite the core competencies.
6. Transfer of non-traditional trainees
Non-traditional trainees are defined as trainees who:
 - a. do not complete all of the requisite number of years of graduate medical education training as outlined by the accreditation council for the specialty at the same institution (e.g. internal medicine = 3 years, surgery = 5 years); or
 - b. have changed primary residency specialties or are attempting to change primary residency specialties; or
 - c. have a lapse from medical school or clinical training greater than two (2) years in duration (The exception made for individuals who choose to re-enter graduate medical education to complete a fellowship program following several years of generalist practice is noted.).

Recruitment of all non-traditional trainees (either from within the Loyola system or from an outside institution) requires approval by the Loyola GME Selection Review Subcommittee. A written request signed by both the program director and department chairman as well as the following documentation is required for consideration by the subcommittee:

- a. a written verification of previous educational experience and an evaluation of past performance secured from the resident's current and/or previous program director(s). Such evaluation must include an evaluation of the individual's performance in the requisite core competencies; and
- b. A current and complete curriculum vitae; and
- c. a completed LUMC application questionnaire or complete ERAS application.

GMEC Approved: Jan 2004
Previously Separate Policies