

IOWA LUTHERAN HOSPITAL TRACK-DES MOINES UNITYPOINT HEALTH-CENTRAL IOWA FAMILY MEDICINE RESIDENCY

Policy: Selection of Residents

First-Year Resident Selection

Applications will be accepted through ERAS. Supporting documentation must include a medical school transcript, a letter from the Dean of the medical school, two letters of reference, and a USMLE or NBOME transcript. Qualified applicants are notified and invited to schedule an interview. Interviews are held beginning mid-October through January each year. The application deadline is December 1.

Only those students registered with the National Resident Matching Program (NRMP) may apply. Any interested student who is not registered with the NRMP is encouraged to register. In addition, medical students who have graduated or are graduating from a foreign medical school and who are seeking a position in the ILH program are required to have passed a standardized certifying medical exam within the past year or be in the process of completing one year of post-graduate medical training in the United States. In the event the program does not fill all positions in the match, the program will fill those positions using the SOAP process offered through the NRMP.

All interviewees are scheduled to meet with the program director, faculty members, current residents, and the residency coordinator. Each interviewer completes an evaluation form.

After all of the interviews for the year are complete, all interviewers meet to develop a rank list. The final rank order is the responsibility of the Program Director, who then submits the list to the NRMP.

Second-Year Resident Selection

Application information is provided to all interested candidates who request it if an open position is anticipated. Physicians in other situations who request to apply are screened for the likelihood of their completing a family medicine residency prior to sending the information. An ERAS application form or CV, a medical school transcript, a copy of the medical school diploma, a letter from the Dean of the medical school, a letter from the PGY 1 Program Director, and one other letter of reference are required from all applicants. Once these are received, the applicant is notified and invited to schedule an interview.

Interviews for second-year applicants are structured exactly as for first-year applicants, but may occur at any time throughout the year. Each interviewer completes an evaluation form. The Program Director may offer a position to a second-year applicant at any time, depending on availability of a position and applicant qualifications.

**IOWA LUTHERAN HOSPITAL TRACK-DES MOINES
UNITYPOINT HEALTH-CENTRAL IOWA FAMILY MEDICINE RESIDENCY**

APPLICANT CRITERIA

To be considered eligible for application to the Iowa Lutheran Hospital Family Medicine Residency Program, the candidate must meet all academic criteria established below. The Program Director has the prerogative to present an applicant who would not otherwise be eligible but whose qualifications are felt to merit consideration.

1. Criteria of ACGME

Applicants with one of the following qualifications are eligible for appointment to accredited residency programs:

- A. Graduates of medical schools in the United States and Canada accredited by the Liaison Committee on Medical Education (LCME).
- B. Graduates of colleges of osteopathic medicine in the United States accredited by the Osteopathic Association (AOA).
- C. Graduates of medical schools outside the United States and Canada who meet one of the following qualifications:
 - 1. Have received a currently valid certificate from the Educational Commission for Foreign Medical Graduates prior to appointment or
 - 2. Have a full unrestricted license to practice medicine in a United States licensing jurisdiction in which they are in training.
- D. Graduates of medical schools outside the U.S. who have completed a Fifth Pathway program provided by an LCME-accredited medical school.

2. Eligibility for Resident Licensure in the State of Iowa

To be eligible for a resident license, an applicant shall meet all of the following requirements as found in Chapter 10 of the Administrative Rules of the Iowa Board of Medical Examiners:

- A. Fulfill the application requirements.
- B. Be at least 20 years of age
- C. Hold a medical degree from an educational institution approved by The Board at the time the applicant graduated and was awarded the degree.
 - 1. Educational institutions approved by The Board shall be fully accredited by an accrediting agency recognized by the board as schools of instruction in medicine and surgery or osteopathic medicine and surgery and empowered to grant academic degrees in medicine.
 - 2. The accrediting bodies currently recognized by the board are:
 - LCME for the educational institutions granting degrees in medicine and surgery; and
 - AOA for educational institutions granting degrees in osteopathic medicine and surgery.
 - 3. If the applicant holds a medical degree from an educational institution not approved by the board at the time the applicant graduated and was awarded the

degree, the applicant must hold a valid certificate issued by ECFMG or have successfully completed a fifth pathway program established in accordance with AMA criteria.

3. **Criteria for Iowa Lutheran Hospital Family Medicine Residency Program** must meet all of the following:
 - A. Preference given to those with recent training:
 1. Currently attending medical school training and eligible for graduation by the start of the residency year, or be a recent medical school graduate.
-or-
 2. Been in training in an accredited internship or residency program within the past year.
 - B. Must have received passing scores on USMLE or NBOME Step 1 and be eligible for the Step 2 exams.
 - C. Must be fluent in written and verbal English language.

Reviewed 6/22