



Graduate Medical Education

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**Graduate Medical Education Residency Program Eligibility Requirements
2005-2006 Training Year**

It is a requirement of the New Hampshire Board of Medicine to have successfully passed USMLE Steps 1 and 2, *or* NBME Parts 1 and 2, *or* have obtained ECFMG Certification ***before*** incoming house staff can apply for a training license. Typically this requires that you have passed these examinations or obtained ECFMG Certification no later than January 1st of the year in which there is an anticipated June or July residency start date. It is imperative that applicants meet these requirements in order to be appointed to his or her program and begin training on time. *Noncompliance will jeopardize acceptance of the application.*

In addition to successful completion of USMLE Steps 1 and 2 (or NBME Parts 1 and 2), applicants must meet ***at least one*** of the following qualifications to be eligible for appointment to an accredited DHMC Residency program:

1. Graduate of a medical school in the United States and Canada accredited by the Liaison Committee on Medical Education (LCME).
2. Graduate of a college of osteopathic medicine in the United States accredited by the American Osteopathic Association (AOA).
3. Graduate of a medical school outside the United States and Canada and meets the following qualifications:
 - a. has received a currently valid certificate from the Educational Commission for Foreign Medical Graduates prior to appointment; ***or***
 - b. has a full and unrestricted license to practice medicine in a U.S. licensing jurisdiction in which they are in training; ***and***
 - c. has the ability to obtain a J-1 visa (non-USA citizens only); ***and is***
 - d. fully competent in written and oral English; ***and is***
 - e. willing and able to appear for a personal interview.
4. In order to participate in an accredited Graduate Medical Education clinical training program at DHMC, non-U.S.A. citizens and/or foreign international medical graduates must seek ECFMG certification and sponsorship as a J-1 exchange visitor. The objectives of the Exchange Visitor Program are to enhance international exchange and to promote mutual understanding between the people of the United States and other nations through the interchange of persons, knowledge, and skills.

Important visa note: The H-1B visa is not offered for training in accredited programs at DHMC. This visa status is considered appropriate for temporary workers holding professional level degrees, hired to work in specialty occupations, or for employment in a specified work place. It is not used at DHMC for GME accredited training programs.

5. Graduate of a medical school outside the USA who has completed a Fifth Pathway program provided by an LCME-accredited medical school.

Selection Process for MHMH GME Accredited Residency Programs

1. Applicants can obtain program information on the World Wide Web at <<http://www.dartmouth-hitchcock.org/pages/GME>> and clicking the left-bar menu choice *Residency and Fellowship Programs* to access the DHMC Residency Directory. Programs will specify if they are utilizing ERAS Electronic Residency Application Service or if applications are accepted by mail. Based upon this information, applicants may call or write a specific Residency program and request the GME brochure, program brochure, general information sheet, and application form. Some programs allow applicants to use the Universal Application Form, but they must complete the GME application form as well. As of July 2004, the following DHMC programs accept ERAS applications: Anesthesiology, Dermatology, Diagnostic Radiology, General Surgery, Internal Medicine, Internal Medicine-Primary Care Track, Internal Medicine/Psychiatry Combined Program, Obstetrics/Gynecology, Orthopaedic Surgery, Pathology, Pediatrics, Psychiatry, and Urology.
2. The program must receive from the applicant: a completed application form, medical school dean's letter, medical school transcript, and three letters of recommendation. Any document not printed in English must be accompanied by an acceptable original English translation performed by a qualified translator. Each translation must be accompanied by an affidavit of accuracy acceptable to the Hospital.
3. Applicant must document with the program and the New Hampshire Board of Medicine, successful completion of USMLE Steps 1 and 2, *or* NBME Parts 1 and 2, *or* have obtained ECFMG Certification no later than January 1st of the year in which he or she anticipates a June or July Residency start date.
4. Applicants make arrangements for interview with Program, based upon guidelines in the web site.
5. Interview day generally includes orientation, tours, attendance at conferences, and interviews with faculty and house staff.
6. Faculty and house staff evaluation of applicants takes place. Generally, all GME training positions are offered by programs participating in a matching program, such as the NRMP. Programs that start their training at the second post-graduate year also offer positions in organized matching programs, such as the NRMP, and applicants are able to link their first with subsequent years of training.
7. The new house staff list is distributed to participating programs by GME.
8. Written agreement outlining the terms and conditions of house staff appointment to residency program is mailed to new house staff with new employment forms by GME.
9. Participation in mandatory GME and program orientation for all new house staff.
10. New training year usually begins June 26 or July 1.
11. Ability to be accepted and appointed for training is contingent upon meeting all Eligibility Requirements and being physically present and medically able to begin training on the agreed upon date in the mutually signed GME Resident-Fellow Agreement of Appointment, and pending obtaining the appropriate training visa if applicable.

Mary Hitchcock Memorial Hospital presently has no pre-employment drug testing policy and has no requirement that residents must sign a non-competition clause in the Resident Agreement.

I certify that I am aware of the above listed requirements and certify that I understand and meet these requirements.

Name

Date