

**UNIVERSITY OF FLORIDA COLLEGE OF MEDICINE JACKSONVILLE (UFCOM-J)  
Office of Educational Affairs**

<b>Approval Date:</b> 12/4/2018	<b>Subject:</b> RESIDENT ELIGIBILITY AND SELECTION	<b>Page 1 of 5</b>
<b>Approved by:</b> GMEC		<b>Revised Date:</b> 8/6/2009; 10/2/2012; 6/2/2014; 5/10/2016; 11/1/2018; 5/20/19; 5/29/2020
<b>Effective Date:</b> 1994		<b>Reviewed Date:</b> 10/5/2010; 5/10/2016; 11/1/2018; 5/8/19; 5/29/20

From the ACGME Institutional Requirements (IV.A.1.): The Sponsoring Institution must have written policies and procedures for resident/fellow recruitment and appointment, and must monitor each of its ACGME-accredited programs for compliance.

Eligibility: Applicants with the following qualifications are eligible for appointment to residency or fellowship programs at the UFCOM-J, as documented in the Eligibility Requirements section of the ACGME Common Program Requirements (III.A.) and the CODA Accreditation Standards for Advanced Specialty Education Programs (5.0):

**ACCREDITED TRAINING PROGRAMS**

Allopathic and Osteopathic Physicians Medical School Criteria

- a. Graduation from a medical school in the United States or Canada, accredited by the Liaison Committee on Medical Education (LCME); or
- b. Graduation from a college of osteopathic medicine in the United States, accredited by the American Osteopathic Association Commission on Osteopathic College Accreditation (AOACOCA); or
- c. Graduation from a medical school outside the United States or Canada and holds a currently valid certificate from the Educational Commission for Foreign Medical Graduates (ECFMG) prior to appointment.

Additional Criteria

- d. Candidates for residency programs must have passed USMLE Step 1, 2 CK, and 2 CS, or COMLEX Level 1, 2 CE, and 2 PE prior to appointment.
- e. Candidates for fellowship programs must have passed the requirements above, as well as USMLE Step 3 or COMLEX Level 3 prior to appointment.

Program Specific Criteria Considerations

- f. All prerequisite post-graduate clinical education required for initial entry or transfer into an ACGME-accredited residency program must be completed in an ACGME-accredited residency program, AOA-approved residency program, Royal College of Physicians and Surgeons of Canada (RCPSC)-accredited or College of Family Physicians of Canada (CFPC)-accredited residency program located in Canada, or in a residency program with ACGME International (ACGME-I) Advanced Specialty Accreditation.
- g. A physician who has completed a residency program that is not accredited by ACGME, AOA, RCPSC, CFPC, or ACGME-I (with Advanced Specialty Accreditation) may enter an ACGME-accredited residency program in the same specialty at the PGY-1 level and, at the discretion of the program director of the ACGME-accredited program and with approval by the GMEC, may be advanced to the PGY-2 level based on ACGME Milestones evaluation at the ACGME-accredited program. This provision applies only to entry into residency in those specialties for which an initial clinical year is not required for entry.
- h. Fellowship programs must select applicants as allowed by the program's specific review committee requirements. Review committees may choose one of the following options.
  - Option 1: All required clinical education for entry into ACGME-accredited fellowship programs must be completed in an ACGME-accredited residency program, an AOA-approved residency program, a program with ACGME International (ACGME-I) Advanced Specialty Accreditation, or a Royal College of Physicians and Surgeons of Canada (RCPSC)-accredited or College of Family Physicians of Canada (CFPC)-accredited residency program located in Canada.
  - Option 2: All required clinical education for entry into ACGME-accredited fellowship programs must be completed in an ACGME-accredited residency program or an AOA-approved residency program.

Dentists

Dental School Criteria

- i. Dentists with the following qualifications are eligible to enter advanced specialty education programs accredited by the Commission on Dental Accreditation:

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- (1) Graduates from predoctoral dental programs in the U.S. accredited by the Commission on Dental Accreditation; or
- (2) Graduates from predoctoral dental programs in Canada accredited by the Commission on Dental Accreditation of Canada; or
- (3) International dental schools that provide equivalent educational background and standing as determined by the program

**NON-STANDARD TRAINING PROGRAMS**

Applicants should hold an unrestricted medical license in the State of Florida and be eligible to bill for services and not included on any payor exclusion lists. Applicants who are not eligible for licensure should contact the program director of the training program to ensure they meet program specific eligibility requirements. Programs have the option to accept trainees with a training license and not bill for services.

**GENERAL APPOINTMENT REQUIREMENTS**

- j. All medical graduates must be one of the following:
  - (1) United States citizen; or
  - (2) Lawfully Employable (i.e., valid EAD, PR or RA card – see definitions below); or
  - (3) Eligible for an ECFMG sponsored J-1 Visa; or
  - (4) Eligible for H1B Sponsorship
    - a. Current UFCOM-J H1B visa holder eligible to transfer to a specialty program and maintain H1B Visa Status. or
    - b. Medical Graduates who hold an H1B visa from another employer are eligible to port their visa to a UFCOM-J fellowship program if they meet the exceptional criteria as outlined below. Applicants to a UFCOM-J residency program are not eligible for H1B visa sponsorship due to the processing timeline outlined by Immigration Compliance Services.
    - c. Departments are required to pay all costs associated with porting the current H1B visa to UF, as well as gathering all visa petition paperwork, per the University's Immigration Compliance Services departmental requirements.
- k. All programs must select from among eligible applicants on the basis of their preparedness, ability, aptitude, academic credentials, communication skills, and personal qualities such as motivation and integrity. The University is committed to non-discrimination with respect to race, creed, color, religion, age, disability, gender, sexual orientation, gender identity and expression, marital status, national origin, political opinions or affiliations, genetic information, or veteran status as protected under the Vietnam Era Veteran's Readjustment Assistance Act. All applicants, regardless of medical school origin, should meet the same high quality standards as predetermined by the program director.
- l. All programs must participate in the National Resident Matching Program (NRMP) or other matching program when available. The NRMP requires all participating programs to follow their **All-in Policy** as of 7/1/2012. Programs who want to request an exception must receive approval from the Senior Associate Dean for Educational Affairs prior to any verbal or written offer being made.
- m. When applicants apply through the Electronic Residency Application Service (ERAS), they may indicate one of the following Visa types as their current status:
  - F1 Student Visa – this individual is currently in the US attending a US medical school. This individual is eligible for a J-1 visa through ECFMG, pending graduation from medical school, unless the individual has applied for permanent resident status.
  - B1 Temporary Business Visitor Visa – this individual is in the US as a tourist. If this person graduated from an international medical school, they would qualify for a J-1 Visa through the Exchange Visitor Sponsorship Program.

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- B2 Visitor for Pleasure Visa – this individual is in the US as a tourist. If this person graduated from an international medical school, they would qualify for a J-1 Visa through the Exchange Visitor Sponsorship Program.
- E3 Specialty Occupation for Australian citizens
- EA Employment Authorization Card holder – is eligible for appointment regardless of medical school type
- H1B Specialty Occupation – is eligible for appointment to subspecialty training programs
- J1 Exchange Visitor Sponsorship Program – is eligible for appointment to accredited residency or fellowship training programs, and non-accredited training programs as noted on the ECFMG non-standard subspecialty disciplines list
- PR Permanent Resident Card holder - is eligible for appointment regardless of medical school type
- RA Resident Alien Card holder - is eligible for appointment regardless of medical school type
- Refugee Asylum Granted asylum in the United States – these individuals are eligible for appointment without any Visa sponsorship if they have their letter granting the asylum or refugee/asylum stamp in their passport.

**Program Eligibility Requirements**

Programs must follow the ACGME Eligibility Criteria specified in their respective program specific requirements. If a resident is not eligible per the institutional criteria above and the program wants to pursue a fellow's eligibility using the ACGME exception criteria, the program director must submit the Exceptional Criteria Assessment Coversheet (found on the server) and supporting documentation to the DIO. The request for consideration must be approved by the GMEC.

**ECFMG Certification**

Required of all International Medical Graduates, with the exception of Canada. Certification provides assurance to the residency and fellowship program directors that the IMG has met minimum standards of eligibility required to enter such programs. ECFMG Certification is one of the eligibility requirements to take Step 3 of the United States Medical Licensing Examination (USMLE), and is required by most states to obtain an unrestricted license to practice medicine in the United States. USMLE no longer accepts completion of a Fifth Pathway certificate program in lieu of an ECFMG certificate for Step 3 eligibility requirements.

**Canadian Applicants**

The Canadian Ministry of Health may not provide applicants with the necessary documentation to enter your training program. If a matched applicant is unable to begin training due to Canadian restrictions, your program will seek a waiver from the match requirement through the NRMP or other match services provider.

**H-1B Visa Sponsorship Policy**

The University of Florida College of Medicine-Jacksonville (UFCOM-J) will, at its sole discretion and in conformity with the guidelines set forth in this policy, sponsor an H-1B petition for foreign nationals who seek employment/appointment at the UFCOM-J. Consultation with UF Immigration Compliance Services regarding current H-1B requirements, cost, feasibility, and processing times is required prior to initiation of the H-1B visa petition process.

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The H-1B Visa is specific to a single employer (sponsor) and allows the person to be employed in the U.S. under this visa type for six (6) total years.

**H-1B Visas for Clinical Residencies and Fellowships**

Unlike the J-1 Exchange Visitor visa, the primary focus of the H-1B visa is employment, not training. Individuals enrolled in UFCOM-J residency and fellowship programs are trainees in medical educational programs. Except in unusual circumstances benefiting the institution, an H1B visa is not an option for residents or fellows. The most appropriate visa category for trainees is the J-1.

The H-1B visa category may be used for clinical residencies and fellowships in graduate medical education (in lieu of J-1) under the following limited circumstances:

- a. Where the foreign national is a graduate of a U.S. medical or dental school; or,
- b. Where the foreign national currently holds an H-1B for clinical graduate medical education (at another institution); or
- c. Rare and exceptional circumstances that must be reviewed and approved by the Senior Associate Dean for Educational Affairs or his/her designee on a case by case basis prior to any offer or submission of rank order list

Other conditions include the following:

- The H-1B category will be used only where the individual has enough time left on their H1B to complete the program within the six-year time limit of the H-1B.
- H-1B Visas are prohibited from employment/moonlighting at non-UFCOM-J facilities, since the visa is employer specific. H-1B beneficiaries can maintain multiple H-1B petitions at the same time. Modifications to the duties specified in the original petition or additional pay must be submitted to USCIS for approval.
- Costs related to obtaining and maintaining an H1B visa are the responsibility of either the program or individual. The Office of Educational Affairs can provide the current costs and breakdown upon request.
- The H-1B petition requires sponsorship by an employer. Only representatives of the UF ICS are authorized to sign all documents submitted to the USCIS and other state and federal agencies in which University of Florida is identified as the employer/petitioner. Any petitions submitted without the prior authorization and signature of a designated representative of the UF ICS may result in a request to the government for official withdrawal of the petition.