

Criteria for Appointment/Eligibility and Selection of Residents/Fellows Policy (Institutional Requirements 4.2)

The sources of candidates (Residents/Fellows) for entry into graduate medical education programs will be graduates of Liaison Committee for Medical Education (LCME), American Osteopathic Association (AOA)-accredited medical schools, and international medical graduates (IMG) with ECFMG certification and/or licensure. All programs participate in an organized matching program, when one is available, to select qualified applicants. WVU School of Medicine only accepts J-1 Visa Status for Resident/Fellow Physician positions when a visa is required for employment in the United States. In addition, to be eligible for consideration a candidate must be a (4.2.a.):

A. Graduate of a medical school in the United States and Canada accredited by the Liaison Committee on Medical Education (LCME). (4.2.a.1.)

B. Graduate of a college of osteopathic medicine in the United States accredited by the American Osteopathic Association (AOA). (4.2.a.2.)

C. Graduate of a medical school outside the United States and Canada who meet at least one of the following qualifications (4.2.a.3.)

a. Have received a currently valid certification from the Educational Commission for Foreign Medical Graduates (ECFMG) or

b. Have a full and unrestricted license to practice medicine in a U.S. licensing jurisdiction.

D. Candidates (Residents/Fellows) must meet all federal standards as may be required by Centers for Medicare & Medicaid Services (CMS) or other federal and state regulatory agencies. Applicants that are designated by CMS as “excluded providers” shall not be eligible to appointment as resident/fellow.

E. Candidates must have an official transcript with passing scores on USMLE Step 1 and Step 2 or COMLEX 1 and COMLEX 2 in the case of an osteopathic candidate.

F. Fellow Appointments: Candidates for fellow appointments are subject to all requirements above as well as the following:

a. Completion of an ACGME or AOA accredited residency specifically defined by the fellowship specialty requirements.

b. Candidates must have an official transcript with passing scores on USMLE Step 3 or COMPLEX 3 in the case of an osteopathic candidate.

c. In rare cases, a fellowship program may consider an *exceptionally qualified* international graduate who does not meet the criteria in (a.) The fellowship program may petition for appointment by the following steps.

1. The program director and fellowship selection committee evaluate the candidate’s

suitability to enter the program under the *exceptionally qualified* pathway based on prior experience and review of the summative evaluations of training in the specialty.

2. A letter explaining why the candidate should be considered *exceptional* is submitted by both the Chair and the Program Director. (Per ACGME, *exceptional* criteria include demonstrated clinical excellence, in comparison to peers, throughout training in addition to evidence of one of the following: (a) participation in additional clinical or research training in the specialty or subspecialty; (b) demonstrated scholarship in the specialty or subspecialty; and/or (c) demonstrated leadership during or after residency.)
3. The letters along with the applicant CV is presented to GME Taskforce for a vote.
4. If approved by GME Taskforce, the letters and applicant CV are presented to GMEC for a vote (1.13.o).
5. The approved fellow must have a start date no later than 90 days after approval by GMEC.
6. If approved, the *exceptional* must have a milestone evaluation within 90 days of starting the fellowship program.

G. Residents/Fellows selected outside the normal matching process must be reviewed and approved by the Designated Institutional Official (DIO).

H. **All prospective applicants who interview at a WVU GME program will be provided the following either by written or electronic means with written or electronic confirmation of receipt (4.2.b) (NST 2.1.b.):**

- Appointment agreement (including trainee responsibilities and any requirements for completion of the program) and eligibility criteria (NRMP 6.3.1-Match Agreement for Programs) (NST 2.1.b.1.; 2.1.b.2.)
- Stipends, benefits, professional liability coverage, and disability insurance accessible to residents/fellows (4.2.b.1.) (NST 2.1.b.3.; 2.1.b.5.)
- Institutional policies and Program policies for vacation and leaves of absence, including medical, parental, and caregiver leaves of absence, and grievances (4.2.b.2.) (NST 2.1.b.4; 2.1.b.7.)
- Health insurance accessible to residents/fellows and their eligible dependents (4.2.b.3.) (NST 2.1.b.6.)

Program directors should base their selection on the eligible candidate's ability, aptitude, and preparedness as evidenced by their academic credentials including but not limited to class rank, course evaluations, and standardized licensure qualifying examination scores, communication skill both written and verbal, and letters of recommendation from faculty and the Dean of their school verifying their ability, aptitude, and preparedness as well as their motivation and integrity.

There must not be any discrimination in the selection process with regard to race, age, religious affiliation, creed, sexual orientation, gender, gender identity, color, national origin, disability or veteran status. (4.9.e.)

Approved by GME Taskforce: 1/8/26

Approved by GMEC: 2/13/26