


Title: Resident Recruitment and Appointment Manual: Graduate Medical Education Category: Policies		
	Document #:	GME 0006
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	GMEC Review	10/16/2025
	Revision #:	7
	Page #	1 of 3
Approvals:	GMEC VPME/DIO	

Policy: **Resident Recruitment and Appointment**

1.0 Scope: To define the academic criteria used in selecting resident applicants who will be considered as eligible for inclusion in the match for UMH-Sparrow Hospital sponsored residencies.

2.0

Category	Description	✓
UMH-Sparrow Department specific (specify Department below): All Sparrow Sponsored GME Programs	Policy is specific to what is generally recognized as a department and does not affect any other department.	✓

3.0 Definitions: UMH-Sparrow Hospital, as a sponsoring institution of Graduate Medical Education programs, must ensure the quality of eligible applicants in the ranking process and must also be fiscally prudent. The Program Director will be responsible for selecting eligible candidates based upon these criteria:

4.0 Resident Eligibility Criteria

4.1 General Criteria

- 4.1.1 Resident candidates are eligible for consideration if they are students in their final year of medical school in good standing or graduates of Allopathic medical schools in the United States and Canada accredited by the Liaison Committee on Medical Education (LCME). In addition, any candidate must also have passed part one and part two of the USMLE before they are considered eligible for ranking or
- 4.1.2 Resident candidates are eligible for consideration if they are students in their final year of an Osteopathic medical school in good standing or graduates of the American Osteopathic Association's Commission on Osteopathic Accreditation (AOACOCA) colleges in the United States. In addition, any candidate must also have passed part one and part two of the COMLEX before they are considered eligible for ranking or
- 4.1.3 Resident candidates are eligible for consideration if they are students in their final year of medical school in good standing or graduates of medical schools outside of the United States and Canada and who meet the following qualification:
 - 4.1.3.1 Be eligible or possess a certificate from the Educational Commission for Foreign Medical Graduates (ECFMG)/InTealth.

4.2 Hospital-Wide Resident Selection Criteria

- 4.2.1 **Academic Eligibility Criteria:**
 - 4.2.1.1 Each candidate must demonstrate academic, clinical and interpersonal skills consistent with the values of Sparrow Hospital through test examination scores, personal interviews, recommendations from previous supervisors or other sources.
 - 4.2.1.2 No candidate may be considered for residency training at UMH-Sparrow Hospital unless the following minimum criteria are met.

- 4.2.1.2.1 Candidates must have completed medical school no more than 60 months prior to being offered an interview for a residency position, or be active in full clinical practice within the last 22 months..
- 4.2.1.2.2 Each candidate must be eligible for a license in Michigan (via an educational limited or permanent unrestricted physician’s license) and must be eligible for a Michigan controlled substance license.
- 4.2.1.2.3 Each new resident must have a current BLS/ACLS or PALS certification at the beginning of residency training.
- 4.2.1.2.4 All prerequisite post-graduate clinical education required for initial entry or transfer into ACGME-accredited residency programs must be completed in ACGME-accredited residency programs, AOA approved residency programs, Royal College of Physicians and Surgeons of Canada (RCPSC)-accredited or College of Family Physicians of Canada (CFPC)-accredited residency programs located in Canada, or in residency programs with ACGME International (ACGME-I) Advanced Specialty Accreditation.
 - 4.2.1.2.4.1 The program must receive verification of each resident’s level of competency in the required clinical field using ACGME, CanMEDS, or ACGME-I Milestones evaluations from the prior training program upon matriculation.
- 4.2.1.2.5 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.
 - 4.2.1.2.5.1 Fellowship programs must receive verification of each entering fellow’s level of competence in the required field using ACGME, ACGME-I, or CanMEDS Milestones evaluations from the core residency program. Each program may establish additional minimum criteria.
- 4.2.1.2.6 The selection criteria will be applied consistently.
- 4.2.1.2.7 Each Program Director is responsible for implementing the selection criteria above
- 4.2.1.2.8 Any considered fellow candidate must have successfully completed USMLE step 3 or COMLEX step 3 prior to being listed in the program’s match list.

Responsible Party	Actions
Program Director	The Program Director and faculty will adhere to this policy when identifying candidates as eligible for consideration for appointment in their program.

5.0 Revision History

Date	Revision #	Changes	Referenced Section
10/16/2025	8	Minor	4.0
5/8/2023	7	Minor	4.1, 4.2
11/10/2020	6	Minor	All Sections. Removed section 5-Nicotine Free Hiring Standard
2/2/2018	5	Major	All Sections
7/9/2013	4	Major	All Sections
8/16/2012	3	Minor	5.1.1 - 5.1.2 - 5.1.3.1 - 5.1.4
2/18/2010	2	Minor	5.1 – 5.2

4/6/2007	1	Extensive	All Sections
7/17/1997	0	Original Document	New Document

1.0 Review and Reaffirmation by GMEC

Date
10/16/2025
6/15/2023
11/10/2020
4/19/2018
7/9/2013
8/16/12
2/18/2010
4/6/2007
7/17/1997

2.0 References:

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Related Policies: Policy Manual for Graduate Medical Education