

---

**Policy: Recruitment & Selection Criteria**

---

The University of Michigan Pediatric Emergency Medicine Fellowship utilizes the National Resident Matching Program’s (NRMP) Electronic Residency Application System (ERAS) to select potential candidates. Applications are considered complete when the following documents are received:

- ERAS Application
- Personal Statement
- Medical School Transcript
- Dean’s Letter
- USMLE I, II, and III or COMPEX 1, 2, and 3 scores
- Three (3) Letters of Recommendation – which includes one from their Residency Program Director

In order to apply to our program the applicants must meet the following criteria.

- 1) Resident must be in good standing and in an accredited Emergency Medicine or Pediatric residency program.
- 2) Student must be a U.S. citizen or have proper visa status and if an international medical student, be ECFMG certified.
- 3) Student must have passed USMLE I, II and III.

The Program Director and Assistant PD’s review applications and select those invited for interview. Existing UMHS PEM Fellows participate in recruitment and selection activities and have lunch with applicants during interview days as well as attend the rank list meeting. CES & HMC Peds EM faculty volunteer time to interview candidates annually; invitations to faculty are extended in spring of each year. The PD and fellowship leadership with volunteer faculty interview all candidates and complete an evaluation based on the applicant’s qualifications at the time of face to face interview. A rank list is developed from evaluations and discussion at an annual rank list meeting (and all faculty are invited to attend). The PD and Assistant PD(s) are responsible for final review and modifications to the rank list and submission to NRMP prior to the pre-set deadline to participate in the match.

Reviewed	07/2005		06/30/2009	7/2011			
Revised		04/2006	06/30/2009	7/2011			
Initials	MN	MN/CMR	MN	MN			