

Charleston Area Medical Center
Office of Graduate Medical Education

Resident/Fellow Recruitment, Selection, Eligibility and Appointment Requirements

All programs participate in an organized matching program. Medical students may apply to be accepted into a CAMC postgraduate education program before passing the USMLE Step II/COMLEX Part II but will not be ranked in the organized matching program unless documentation of passage is provided prior to match deadlines.

Section 1:

CAMC recognizes the J-1 exchange visitor visa as the appropriate mechanism to sponsor international medical graduates interested in the pursuit of graduate medical education training in our programs. The J-1 exchange visa must be obtained through the Educational Commission for Foreign Medical Graduates (ECFMG). Application for sponsorship will require effort from the applicant and coordination with the residency program coordinator. The J-1 Visa is exclusively sponsored by the ECFMG's Exchange Visitor Sponsorship Program (EVSP) and the ECFMG is the only organization authorized to sponsor graduates of foreign medical schools that come to the United States to participate in residency and/or fellowship programs.

Persons who are not citizens of the United States will be considered for Resident/Fellow positions subject to the regulations of those federal and state agencies having jurisdiction over them as non-citizens. Non-citizen employees are expected to accept personal responsibility for compliance with the laws and regulations which apply to them as non-citizens. **It is the resident/fellow's personal responsibility to maintain any and all necessary visa/work status requirements during the course of their training. Failure to do so could result in a gap in training or termination from the program.**

In addition to the requirements of Section 1, a physician candidate must meet one of the following:

- Graduate of a medical school in the United States accredited by the Liaison Committee on Medical Education (LCME).
- Graduate of a college of osteopathic medicine in the United States accredited by the American Osteopathic Association (AOA).
- Graduate of a medical school outside the United States who meets at least one of the following qualifications:
 - Have received a currently valid certification from the Educational Commission for Foreign Medical Graduates (ECFMG) prior to appointment; or
 - Have a full and unrestricted license to practice medicine in a U.S. licensing jurisdiction where the ACGME accredited program is located.

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. Residency programs must receive verification of each resident/fellow's level of competency in the required clinical field using ACGME, CanMEDS, or ACGME-I Milestones evaluations from the prior training program upon matriculation.

In addition to the requirements of Section 1, a pharmacy candidate must be a graduate of a college of pharmacy accredited by the Accreditation Council for Pharmacy Education (ACPE). A second-year pharmacy

resident must have an unrestricted license in West Virginia or another state to be considered for a position.

In addition to the requirements of Section 1, a psychology candidate must be enrolled in a doctoral program in psychology accredited by the American Psychological Association (APA).

Fellowship applicants must meet the requirements set forth by the applicable accrediting body as appropriate. Fellowship applicants must submit proof of graduation from an appropriate residency program; passing score of USMLE Step 3/COMLEX 3; verification of appropriate licensure from the WV Boards of Medicine, Osteopathic Medicine, or Dentistry, and a written verification of previous education experiences including a summative evaluation of the trainee.

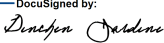
CAMC requires that Residents/fellows meet all federal standards as may be required by CMS and other regulatory agencies. Applicants that are designated by CMS as “Excluded Providers” shall not be eligible to apply for or remain in a CAMC residency program.

Residents/fellows selected outside the normal matching process, such as during the off-cycle and including transfers must be reviewed and approved by the Designated Institutional Official (DIO). Residents/fellows hired through one of these pathways will need to meet all selection and eligibility requirements. Programs will be expected to obtain verification of previous residency/fellowship educational experience and a summative based performance evaluation including appropriate USMLE/COMLEX exams prior to accepting a transfer as well as a milestones evaluation upon matriculation.

The selection of candidates is based on the eligible candidate’s ability, aptitude, and preparedness as evidenced by academic credentials including, but not limited to, class rank, course evaluations, standardized licensure qualifying examination scores, communication skills both written and verbal, and letters of recommendation from faculty and the dean of the school verifying ability, aptitude, as well as motivation and integrity. **Program directors and selection committees are responsible for adhering to the Resident/Fellow Technical Standards Policy outlined in this handbook in the selection of interns, residents, and fellows. When an individual enters a Graduate Medical Education Training program it is expected that all necessary accommodations will be detailed and agreed to by the program *before* they begin training.** CAMC does not discriminate or tolerate discrimination in the selection process against any individual based on race, color, age, religion, national origin, sex, sexual orientation, gender identity, gender expression, disability, veteran status, or any other applicable protected class.

Applicants are expected to provide timely, accurate and comprehensive information as part of the formalized application process into the training program. Residents/fellows in a CAMC program who, upon investigation, are deemed to have provided false, misleading, or incomplete information during the interview, match or other application process shall be subject to disciplinary action or may be subject to termination from the residency program. Such findings may also need reported to the appropriate authorities as may be required by regulatory agencies, Match requirements or as defined by WV law or licensing requirements.

Signatures:

GMEC Chair:	DocuSigned by:  CE911BE74E22440... Art Rubin, DO	10/21/2025 Date
DIO:	DocuSigned by:  D1119686F13144F... Dink Jardine, MD	10/16/2025 Date