



Eligibility, Recruitment and Selection Policy
Seattle Children's Hospital and the University of Washington
Pediatric Hospital Medicine Fellowship

Revised: May 2022

Scope: University of Washington (UW) graduate medical education (GME) training programs accredited by the Accreditation Council for Graduate Medical Education (ACGME), Council on Dental Accreditation (CODA), or American Board of Medical Specialties (ABMS) Specialty Board.

Purpose: This policy is designed to ensure fair and consistent consideration and decision-making for all applicants to UW GME residency and clinical fellowship training programs. Recruitment and selection of program applicants is performed by the respective program director, responsible faculty, and department leadership under the oversight of the Graduate Medical Education Committee (GMEC) and Graduate Medical Education (GME) Office.

Policy: The UWSOM, in partnership with each of its programs, will engage in practices that focus on ongoing, mission-driven, systematic recruitment and retention of a diverse and inclusive workforce of residents and fellows [IR III.B.8.], while maintaining compliance with Washington State Law and [University of Washington policies](#) addressing diversity in recruitment.

Pediatric Hospital Medicine Fellowship will recruit and select fellows among eligible applicants based on training program-related criteria such as their preparedness, ability, aptitude, academic credentials, communication skills, and personal qualities such as motivation and integrity, as well as professionalism.

Under [University of Washington Executive Order No. 31](#), programs will recruit applicants without regard race, color, creed, religion, national origin, sex, pregnancy, age, marital status, sexual orientation, gender identity or expression, genetic information, disability, veteran, and based upon their qualifications and ability to do the job.

Eligibility Criteria:

Candidates must have completed 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 for entry into the Pediatric Hospital Medicine Fellowship program.

Eligibility for ABMS or AOA Board certification may not be satisfied by fellowship training. Applicants must be notified of this at the time of application, as required in II.A.4.a).(9).

Our Fellowship program must receive verification of the entering fellow's level of competence in pediatrics or combined internal medicine-pediatrics residency program, upon matriculation, using ACGME, ACGME-I, or CanMEDS Milestones evaluations from the core residency program

Prerequisite education for entry into a pediatric hospital medicine fellowship program must include the satisfactory completion of a pediatrics or combined internal medicine-pediatrics residency program that satisfies the requirements listed above.

Fellow Eligibility Exception:

The Review Committee for Pediatrics will allow the following exception to the fellowship eligibility requirements:

An ACGME-accredited fellowship program may accept an exceptionally qualified international graduate applicant who does not satisfy the eligibility requirements listed in III.A.1., but who does meet all of the following additional qualifications and conditions:

- 1) evaluation by the program director and fellowship selection committee of the applicant's suitability to enter the program, based on prior training and review of the summative evaluations of training in the core specialty; and
- 2) review and approval of the applicant's exceptional qualifications by the GMEC; and,
- 3) verification of Educational Commission for Foreign Medical Graduates (ECFMG) certification
- 4) Applicants accepted through this exception must have an evaluation of their performance by the Clinical Competency Committee within 12 weeks of matriculation

Recruitment:

The fellowship program, in partnership with our Sponsoring Institution, engages in practices that focus on mission-driven, ongoing, systematic recruitment and retention of a diverse and inclusive workforce of fellows, faculty members, senior administrative staff members, and other relevant members of our academic community.

Diversity and health equity are core values for the fellowship, Seattle Children's and the Department of Pediatrics. We are committed to diversity in trainee recruitment, selection and retention as follows: (1) The Division and Department direct recruitment and retention efforts to faculty from diverse backgrounds. In this, we recognize the importance of a mentorship pipeline for mentees from diverse backgrounds. (2) We work closely with the SCH Center for Diversity and Health Equity to provide additional training, research funding, resources, and mentorship for fellows from diverse backgrounds. (3) In the selection of fellows, we evaluate and factor in a candidate's background

UW/Seattle Children's Pediatric Hospital Medicine Fellowship participates in the National Residency Match Program (NRMP).

All candidates must register with the Pediatric Fall Specialties NRMP Match.

Candidate must adhere to the application instructions found on the [Pediatric Hospital Medicine Fellowship](#) website.

Selection:

Trainees are selected from the pool of eligible applicants based on factors that will contribute to their success within the Pediatric Hospital Medicine Fellowship program. A fellowship selection committee meets to assess and rank the applicants after all have interviewed and prior to the deadline to submit rank list to NRMP. All committee members are required to complete implicit bias training on an annual basis. Examples of qualities the committee looks for include: preparedness, ability, aptitude, academic credentials, communication skills, motivation, integrity, commitment to health equity and professionalism. This program does not discriminate based on sex, race, age, religion, color, national origin, disability, or any other applicable legally protected status. We select one candidate per year. At this time all interviews will be conducted virtually.