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***Policy for the Selection of Pediatric Infectious Diseases  
Subspecialty Residents***

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***PURPOSE***

To assure consistency in the methodology used to select pediatric infectious diseases subspecialty residents.

***POLICY***

Applications from candidates for available pediatric infectious diseases subspecialty residency positions are solicited from any qualified candidate by advertisements, inclusion in national listings of programs in journals, national residency matches, the internet, direct mailings and personal communications.

**Applicant Eligibility**

*Medical Education:*

Only the following individuals will be considered as applicants

- Graduates of Liaison Committee on Medical Education (LCME)-approved U.S. and Canadian Medical Schools.
- International Medical Graduates who have valid Educational Commission for Foreign Medical Graduates (ECFMG) certificates or who have completed a Fifth Pathway program provided by an LCME-accredited medical school.
- Graduates of American Osteopathic Association-accredited Osteopathic Medical Schools
- Applicants must have at least three years of postgraduate training in pediatrics in an Accreditation Council for Graduate Medical Education (ACGME)-accredited or a Royal College of Physicians and Surgeons of Canada-accredited pediatric residency program. Exceptions to this requirement may be made for exceptionally qualified applicants who meet the following additional qualifications and conditions:
  - 1) Completion of a non-ACGME-accredited pediatric residency program in pediatrics
  - 2) Satisfactory completion of USMLE Steps 1, 2, and, if eligible, Step 3
  - 3) Verification of ECFMG certification, if applicable
  - 4) Demonstrated clinical excellence, in comparison to peers, throughout training
  - 5) Additional evidence of exceptional qualifications, such as participation in additional clinical or research training in pediatrics or pediatric infectious diseases, demonstrated scholarship in pediatrics or pediatric infectious diseases, demonstrated leadership during or after residency training, and/or completion of an ACGME-International-accredited residency program.

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The University of Tennessee Graduate Medical Education Committee (UT GMEC) and/or Subcommittee must review and approve the applications of exceptionally qualified candidates before an offer of employment is extended to these persons.

*USMLE Requirements:*

All residents must have passed USMLE Steps 1, 2 (CK and CS), and, if eligible, Step 3 or equivalent examinations (COMLEX- USA or MCCQE) at the time they begin their fellowship training. Any Agreement of Appointment or offer letter will be contingent upon passing these examinations. Each applicant is responsible for providing copies of examination results to the Program Director.

Residents who have not passed the required USMLE (or equivalent exams) prior to their scheduled start date do not meet eligibility requirements and will be released from their appointment. Any exception to this policy due to specific circumstances must be approved by the UT GMEC and the Designated Institutional Official.

Candidates who have not satisfactorily completed an ACGME-accredited pediatric residency will be advised in writing by the program director to consult the American Board of Pediatrics regarding their eligibility for subspecialty certification.

**Application Process and Interviews**

All applications will be processed through the Pediatric Infectious Diseases Fellowship office. Complete applications include the applicant's CV, at least three letters of recommendation (sent directly from referees), medical school transcripts, scores for USMLE examinations, copies of ECFMG certification (if applicable), and a personal statement describing the candidate's career interests and goals. The Pediatric Infectious Diseases Fellowship Program Committee, composed of all pediatric infectious diseases clinical faculty at Le Bonheur Children's Hospital and St. Jude Children's Research Hospital and resident representatives, reviews applications that have been judged to be competitive by the Program Director. Interviews are extended to applicants based on their career interests and qualifications. Clearly outstanding candidates may be invited to interview prior to Committee review at the discretion of the Program Director. The Committee reviews other candidates and decides by majority to invite or not invite candidates for interview.

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Interviewed applicants will be selected for available positions based on the following criteria: education, experience, career interests, medical school performance, letters of recommendation, USMLE scores, communication skills, motivation and integrity.

Characteristics such as gender, age, religion, color, national origin, disability or veteran status or any other applicable legally protected status will not be used in the selection procedure. (St. Jude Children's Research Hospital and The University of Tennessee are EEO/AA/Title VI/Title IX/section 504/ADA/ADEA employers.)

**Appointments**

Positions will be offered to applicants selected by the Fellowship Committee. Accepted offers of appointment must be reviewed and approved of by the St. Jude Children's Research Hospital Graduate Medical Education Committee.

The Program Director may not appoint more residents than approved by their Review Committee.

Agreements of Appointment for all positions will be issued through the St. Jude Clinical Education and Training Office and University of Tennessee College of Medicine Graduate Medical Education Office following a review of eligibility.

Appointees must pass a criminal background check and drug test prior to beginning employment.