

University of Washington Nephrology Fellowship Program Fellow Eligibility and Selection Policy

Purpose: The University of Washington Nephrology Eligibility and Selection Policy is designed to ensure fair and consistent consideration and decision-making for all applicants to the UW Nephrology Fellowship training program. Recruitment and appointment of fellows to the UW Nephrology Fellowship program is performed by the Nephrology Fellowship Program Director, Associate Program Director, Program Administrator, UW Nephrology faculty, and Division Head under the oversight of the Graduate Medical Education Committee (GMEC) and the Office of Graduate Medical Education.

Under [University of Washington Executive Order No. 81](#), our Nephrology Fellowship program 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, recruitment, and selection resources for programs are available on the [Recruitment Resources page](#) of the GME website.

Eligibility: Applicants must meet the following qualifications to be eligible for appointments to our ACGME accredited Nephrology fellowship program:

1. Graduation from a medical school in the United States or Canada, accredited by the Liaison Committee on Medical Education (LCME); or,
2. Graduation from a college of osteopathic medicine in the United States accredited by the American Osteopathic Association (AOA); or,
3. Graduation from a medical school outside of the United States or Canada, and meeting one of the following additional qualifications:
 - a. holds a currently valid certificate from the Educational Commission for Foreign Medical Graduates prior to appointment, or
 - b. holds a full and unrestricted license to practice medicine in a US licensing jurisdiction in his or her current ACGME specialty/subspecialty program or,
 - c. has graduated from a medical school outside the United States and has completed a Fifth Pathway program provided by an LCME-accredited medical school.
4. Non-US Citizens applicants must have U.S. legal permanent residence or a valid Employment Authorization Document (EAD) that can be extended to cover the training period at the time of appointment, or be eligible to apply for appropriate J-1 visa sponsorship. Refer to the [GME Visa Policy](#). Currently, our Nephrology division is unable to sponsor any H1-B visas.
5. Applicants must be eligible for a Washington state provider license (see [GME's Licensure Examination Policy](#)).

Application: All applicants to the University of Washington’s Nephrology Fellowship Program are required to submit a complete application via [ERAS \(Electronic Residency Application Service\)](#) with the following documents:

1. ERAS application
2. Curriculum Vitae
3. Personal Statement
4. USMLE Transcript (Steps 1-3) and/or COMLEX-USA scores
5. Medical School Transcripts
6. Medical School Performance Evaluation (MSPE)
7. ECFMG Certificate and Visa Status *if applicable*
8. 3 letters of recommendation, one LOR must be from Internal Medicine residency Program Director

Interviews: Applicants invited to interview will be notified through Thalamus, and will self-select an interview day. The Program Administrator will share the candidates’ itineraries ahead of the interview by email, and will be available for email communication following the interviews. Applicants invited to interview for a fellow position will be informed in writing or by electronic means, of the terms, conditions, and benefits of their appointment to the Nephrology program, as well as all institutional and program policies regarding eligibility and selection for appointment, either in effect at the time of the interview or that will be in effect at the time of their eventual appointment. This includes information about stipends, benefits, board eligibility requirements, professional liability coverage, and disability insurance accessible to residents and fellows; institutional policies for vacation and leaves of absence, including medical, parental, and caregiver leaves of absences; and health insurance accessible to their eligible dependents.

For applicants applying to the Research track, which requires 2 years of research time funded on an NIH National Research Service Award (NRSA) TL1 training grant, applicants are informed of changes to salary and benefits during their training, as well as additional terms of the training grant.

All terms, conditions, and benefits of the potential appointment are described in the Residency and Fellowship Position Appointment and in the Resident and Fellow Physician Union Northwest (RFPU-NW) Collective Bargaining Agreement (CBA). These resources are posted on the [Prospective Residents & Fellows page](#) on UW GME’s website.

As of 2020, all interviews are conducted virtually in the Fall during Medicine Specialties regularly scheduled interview season ([per NRMP schedules](#)). Per our UW GME Office, all UWSOM residency and fellowship programs must conduct either all-virtual interviews or all in-person interviews; this is in line with the [AAMC’s recommendations](#). We connect all candidates invited to interview with a current Nephrology fellow, and offer to connect candidates with UW Nephrology faculty for any follow-up conversations or questions after their virtual interviews. All conversations are strictly virtual; no in-person “second looks” are offered.

Selection: The Nephrology Fellowship Program’s Selection Committee is comprised of approximately 10 Nephrology faculty with appointments at UWMC-Montlake, Harborview, and the VA Puget Sound, as well as the Fellowship Program Director, Associate Program Director, and Program Administrator.

The Selection Committee commits to attending a majority of the 6 interview days to meet 1-on-1 with candidates each interview day, being available for follow-up email conversations and questions, and meeting for a Rank and Review debrief meeting at the end of interviews. During that Rank and Review debrief meeting, the Selection Committee, will meet to discuss and rank all applicants interviewed and create an NRMP Rank Order List. The Committee will select trainees among eligible applicants on the basis of 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. There is no discrimination with regard to sex, race, age, religion, color, national origin, disability, or any other applicable legally protected status (see [EO 81](#)).

Before accepting a fellow who has completed residency training at UW or an outside training program, or who is transferring from another program, our program will request verification of previous educational experiences and a summative competency-based performance evaluation of the transferring fellow, as outlined in the UW GME Resident/Fellow Transfer Policy.

International Medical Graduates (IMGs): Graduates of medical schools outside the US and Canada (IMGs) are required to have passed all examinations required for ECFMG Certification, including USMLE Steps 1 and 2 (CK and CS) or their equivalents, before they’re considered for final selection to our fellowship training program.

Matching: As of 2015, the Nephrology Fellowship Program participates in the [NRMP Match](#); Nephrology has an [All-In Policy](#). Our Fellowship Program creates and submits a Rank Order List by the NRMP deadline (changes each year, approximately late November); this list is entered and certified by the Nephrology Fellowship Program Director. The NRMP will conduct a rigorous review of Match data, then announce Match results approximately 2 weeks later, informing programs by email.

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