

University of Washington Transplant Nephrology Fellowship Program

Fellow Eligibility and Selection Policy

Purpose: The University of Washington Transplant Nephrology Fellowship Program Eligibility and Selection Policy is designed to ensure fair and consistent consideration and decision-making for all applicants to the UW Transplant Nephrology (non-ACGME) Fellowship training program. Recruitment and appointment of fellows to the UW Transplant Nephrology Fellowship program is performed by the Transplant Nephrology Fellowship Program Director, Program Administrator, UW Transplant Nephrology faculty, and Nephrology Division Head under the oversight of the Graduate Medical Education Committee (GMEC). This one-year clinical Transplant Nephrology fellowship is accredited by the ACGME, and fellowship graduates are eligible to be UNOS-approved medical directors of a kidney and/or pancreas transplant program.

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 Transplant Nephrology fellowship program:

1. Graduation from a medical school in the United States, 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, 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. Graduation from an ACGME-accredited residency program, an AOA-approved residency program, a program with ACGME International (ACGMEI) 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.
5. Graduation from an ACGME accredited 2-year Nephrology fellowship program
6. U.S. board certified or U.S. board eligible for Nephrology
7. Non-US Citizen 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.*
8. 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. Statement of Career Plans
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 Nephrology Fellowship 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.

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 the current Transplant Nephrology fellow, and offer to connect candidates with UW Transplant Nephrology and/or 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 Transplant Nephrology Fellowship Program’s Selection Committee is comprised of 5 Transplant Nephrology faculty with appointments at UWMC-Montlake – the UW Transplant Nephrology Program Director and the 4 UW Transplant Nephrology faculty. The Program Administrator offers to connect applicants with

other UW Nephrology faculty for follow-up conversations or questions after their virtual interviews. Again, all conversations are strictly virtual; no in-person “second looks” are offered.

Following those interviews, faculty interviewers complete a Microsoft Form to evaluate the candidate and provide feedback. The Program Director reviews all feedback and selects a trainee 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. 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 fellowship 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 United States (IMGs) are required to have passed all examinations required for ECFMG Certification, including USMLE Step 1, Step 2 Clinical Knowledge, and Clinical Skills and Communication Skills via the ECFMG [Pathways](#) before they may be considered for final selection to our fellowship training program.

The Program Director will send an email offering the position to the candidate. Once the job has been accepted, the Program Administrator will send an email update to all other candidates who interviewed with the program, informing them the position has been filled. The Program Administrator will work with the GME Office and Department of Medicine Human Resources to onboard the fellow in the Spring, making use of MedHub to solicit documentation, licenses, send and sign job contracts, etc. ahead of their July 1 start date.

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