

**University of California, San Francisco,  
Department of Radiation Oncology  
Residency Training Program  
2020-2021 Academic Year  
Eligibility, Recruitment, and Selection Policy**

The Radiation Oncology Residency Program adheres to the following policies approved by the Graduate Medical Education (GME) office:

Recruitment, selection, and appointment of Residents and Clinical Fellows are performed by the Program Directors with oversight of the Graduate Medical Education Committee (GMEC) and the Office of Graduate Medical Education (OGME) in accordance with the Accreditation Council for Graduate Medical Education (ACGME) and California Medical Board requirements. Each UCSF GME program has a formal, written process to ensure fair and consistent consideration and decision-making about applications for residency and clinical fellowship positions.

### **Eligibility**

An applicant for graduate medical education at UCSF must have:

- A medical degree prior to residency/fellowship program start date from one of the following:
  - Medical schools in the United States and Canada accredited by the Liaison Committee on Medical Education (LCME); or
  - Colleges of osteopathic medicine in the United States accredited by the American Osteopathic Association (AOA); or
  - Medical schools outside of the United States or Canada recognized by the California Medical Board  
([http://www.mbc.ca.gov/Applicants/Medical\\_Schools/Schools\\_Recognized.aspx](http://www.mbc.ca.gov/Applicants/Medical_Schools/Schools_Recognized.aspx)).
- A passing score on USMLE Step I. A passing score on USMLE Step II (Clinical Knowledge and Clinical Skills). A passing score on USMLE Step II (CK and CS) is required for all trainees beginning a UCSF GME program. To meet this requirement, applicants should have passed USMLE Step II (CK and CS) prior to placement on UCSF rank order lists. In selected cases, with the approval of the Program Director and the Office of GME, applicants may be placed on UCSF rank order lists without the USMLE Step II (CK and CS) score. Selected cases may include applicants applying to UCSF residency programs with an early residency match.

In addition, applicable Medical Board of California licensing requirements must be met:

- Graduates of US or Canadian medical schools may participate in ACGME accredited programs unlicensed for no more than a total of 24 months. The California Medical Board requires a minimum of 12 months of training in an ACGME accredited program and a passing score on the USMLE Step III to qualify for medical licensure. A license must be obtained by the first day of the 25th month of training.

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Applicants for non-ACGME accredited clinical fellowship positions are required to obtain a full and unrestricted California medical license prior to beginning a UCSF postgraduate medical education program.

- Graduates of medical schools outside of the United States or Canada must have a current and valid Education Commission for Foreign Medical Graduates (ECFMG) certificate at the time of application. International medical graduates may participate in ACGME accredited programs unlicensed, with a valid Postgraduate Training Authorization Letter ([http://www.mbc.ca.gov/Forms/Applicants/application\\_international.pdf](http://www.mbc.ca.gov/Forms/Applicants/application_international.pdf)) from the California Medical Board, for no more than a total of 36 months. The Medical Board requires a minimum of 24 months of training in an ACGME accredited program and a passing score on the USMLE Step III to qualify for medical licensure. A license must be obtained by the first day of the 37th month of training.

Applicants for non-ACGME accredited clinical fellowship positions are required to obtain either a full and unrestricted California medical license prior to beginning a UCSF postgraduate medical education program, or a 2111 licensure exception. 2111 licensure exemptions must be requested by the training program and submitted to the California Medical Board by the Office of Graduate Medical Education.

Non-U.S. citizens must possess a Permanent Resident Card or an appropriate educational visa prior to starting a postgraduate medical education program. UCSF sponsors J1 visas and H1B visa transfers. H1B visa transfers must pre-approved by the UCSF Office of Graduate Medical Education for applicants who already hold an H1B, F1, or OPT. Please note, not all UCSF clinical departments sponsor H1B visa transfers.

Prior to starting the Radiation Oncology residency program at UCSF residents must complete one postgraduate clinical training year as described below. Overall, resident education in radiation oncology must include five years of accredited, clinically-oriented graduate medical education. The first year of postgraduate clinical training must be spent in internal medicine, family medicine, obstetrics/gynecology, surgery or surgical specialties, pediatrics, or a transitional year program. This PGY-1 year must include at least nine months of direct patient care in medical and/or surgical specialties other than radiation oncology. This clinical experience must then be followed by four years focused in radiation oncology.

### **Recruitment and Selection**

The Radiation Oncology Education Program participates in the organized matching program, as part of the National Residency Matching Program (NRMP). The UCSF Radiation Oncology Department annually appoints a Residency Selection Committee that includes representation

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from attending physicians, residents, physics, and radiobiology. Members of the Committee, assigned by the Program Director, carefully screen all completed applications to determine interview eligibility. Interviews are granted to 24 applicants that are divided into three interview days, each day consisting of eight applicants. Each applicant interviews with each member of the Residency Selection Committee. Each member of the Residency Selection Committee scores each applicant based on components and aspects of the application and interview. The Residency Selection Committee meets to review all applicants and their scores and, as a group, decides on a rank order for the applicants. The rank list is then submitted to the National Residency Matching Program.

Responsibility for selecting appropriate and qualified residents and clinical fellows lies with the Radiation Oncology Program Director and faculty. The Radiation Oncology Department selects from eligible applicants on the basis of preparedness and ability to benefit from the program in which they are appointed. Aptitude, academic credentials, personal characteristics such as motivation and integrity, and ability to communicate are considered in the selection.

It is the policy of our department as well as of UCSF and its affiliated hospitals that programs do not discriminate against qualified applicants based upon gender, ethnicity, race, age, religion, national origin, sexual orientation, physical or mental disability, marital status, or veteran status.

The offer of a residency or fellowship position is not final until the UCSF Attestation Statement has been completed by the applicant and reviewed by the program. The attestation form asks for information about matters that are relevant to liability, credentialing and licensure requirements such as malpractice claims, drug and alcohol abuse, disciplinary action, and criminal convictions or pending charges. All “yes” responses require a detailed explanation. After review, an offer of a contract may be revoked or the conditions of the offer revised. Discovery of untruthful or misleading answers on the attestation form may subject an applicant to withdrawal of an offer or a resident to disciplinary action.