

AMERICAN ASSOCIATION FOR
THE STUDY OF LIVER DISEASES



THE AGA INSTITUTE



**American Association for the Study of Liver Diseases (AASLD)
American College of Gastroenterology (ACG)
American Gastroenterological Association (AGA) Institute
American Society for Gastrointestinal Endoscopy (ASGE)**

**Guide for Gastroenterology Programs and Applicants
on the NRMP (GI Match) and ERAS
for Positions to Begin July 1, 2016**

This Guide provides an overview and timeline of the GI Match administered by the National Resident Matching Program (NRMP) and the application process. This application year, fellowship applicants and GI training programs will be able to use the Electronic Residency Application Service (ERAS) to facilitate electronic application processing. The NRMP and ERAS are independent programs that work well together in easing the application process for both programs and applicants.

Please carefully review this information. Important contact information is listed at the end of this document should you have additional questions or need further assistance.

I. Timeline

July 15, 2015	ERAS PostOffice opens to fellowship applicants. They can research GI programs and coordinate application materials. <i>See Section VI.</i> Applicants can electronically apply (through ERAS) to programs of their choice.
July 15, 2015	Programs can access ERAS to download applications submitted to them.
July 29, 2015	GI Match Opens for on-line registration by programs and applicants.
July – November 2015	Programs interview applicants.
September 30, 2015	The Match Rank Order List (ROL) opens for programs and applicants.

October 28, 2015	The Match Quota Deadline – the date on which programs must submit the final number of positions offered in each track to be matched.
November 11, 2015	The Match Rank Order List (ROL) Certifications due from programs and applicants.
December 2, 2015	Match Day! Match results for programs and applicants are posted to the NRMP website at 12 noon Eastern time.

II. Tracks Offered Through the GI Match

The GI Fellowship Match will offer four tracks. They are:

- Clinical track
- Clinical Investigator Research track
- Basic Science Research track
- Research track

The NRMP will contact training programs directly in July 2015 with online enrollment information. For those participating, they will be asked to indicate which tracks they will participate in and how many positions they will enter into the match per track.

A. Definition of the Various Tracks:

Programs may offer one or more of these tracks depending on the type of training they offer. The following four tracks that GI will use are defined as follows:

Clinical track – this track is for applicants who desire to be trained in, and for programs that offer training positions in straight clinical gastroenterology.

Clinical Investigator Research track – this track is for applicants who desire to be trained in, and for programs which offer training positions in clinical investigation or clinical science research, including but not limited to NIH training grant positions in clinical investigation or clinical science research, and masters programs in clinical investigation or research.

Basic Science Research track – this track is for applicants who desire to be trained in, and for programs that offer training positions in basic science research or bench research, including but not limited to NIH training grant positions in basic science or bench research.

Research track – this track is for applicants who desire to be trained in, and for programs that offer training positions in research, but do not differentiate the positions upfront into clinical investigation, clinical science, or basic science research.

The **Clinical Investigator Research track** and **Basic Science Research track** positions should be used when a program wishes to differentiate its research fellowship positions into clinical investigation/clinical science and basic science research.

The Research track should be used when programs do not wish to differentiate their research fellowship positions upfront into clinical investigation/clinical science or basic science research. In other words, an individual program interested in recruiting research fellows should list its fellowship research positions as:

Clinical Investigator Research track

or

Basic Science Research track

or

Clinical Investigator Research track ***and*** Basic Science Research track

or

Research track (*Note: this track should be used by itself and not with any other research track combination. It is intended to be used by programs that do not wish to differentiate their research positions upfront into clinical investigation/science vs. basic science research*).

Each track that the training program enrolls in will be given a unique identifying code number by the NRMP. Program directors must discuss with their applicants which track(s) they will be listing in the Match and should give applicants the appropriate program code number so they will be able to rank the appropriate track(s).

II. Rank Order List(s) / The Reversion Process – For programs

Programs must submit separate rank order lists (ROLs) for each track in which they wish to appoint fellows. Therefore, a maximum of three ROLs may be required. Some programs may wish to recruit a certain number of research fellows, and if they cannot recruit as many research fellows as they wish, the program could, as an alternative, increase the number of positions they offer to clinical track fellows. The Match will accommodate this through the “reversion” of positions or *donating positions* from one track to another. (See page 6 for more information on the reversion process and contact the NRMP for technical assistance with the revision process).

Programs are strongly encouraged to rank as many applicants as they determine qualified to their various tracks. Ranking only one applicant or a limited number could run the risk of not matching in those particular tracks. The matching process is **applicant-driven based upon their preferences**. Applicants can change their preferences and ranking of programs as they interview. Therefore, it is in the best interest of the program to rank an adequate number of applicants to increase your chances that your top applicants are appointed to your program.

IV. Rank Order List(s) – For applicants

Applicants will submit a single Rank Order List (ROL). Within the ROL, the applicant will list in preferred order each track within each program to which they wish to be matched. Applicants are encouraged to rank as many programs as possible to which they would like to be appointed. This will increase your likelihood of being matched to one of your top programs. While the matching process is applicant-driven (based upon your ROL and preferences), preferences and how a program may rank applicants will likely change over time as the program interviews.

Important: Applicants should only list *programs* and *tracks* to which they wish to be appointed as the Match agreement is binding.

V. Registering for the GI Match

GI training programs will receive online enrollment information/instructions from the NRMP by July 29, 2015. The training director (not other faculty or staff) *must* register for the Match online with the NRMP, verify the accuracy of the pre-loaded information, and activate their program(s). Until those steps are taken, individual program(s) will not be included in the Match or in the on-line Directory of Programs in the NRMP R3 System.

Fellowship applicants are to directly enroll with the NRMP by visiting their web site at: www.nrmp.org. Comprehensive instructions are available on their web site.

The Match will open for on-line registration July 29, 2015 for both programs and applicants. For technical assistance or questions relating to fees and policies, both programs and applicants should contact the NRMP directly.

VI. The Application Process

The application requirements of a program vary and are at their sole discretion. All applicants are *required* to contact the individual programs in which they are interested in applying to determine their application requirements and supporting documentation (e.g., CV, letters of recommendation, personal statement, transcripts, etc.).

A. Using the Electronic Residency Application Service (ERAS)

ERAS, an online, electronic application service, will be used for the 2014 Match by programs and applicants for positions to begin **July 1, 2016**. The application process will begin for gastroenterology with a “start date” of July 29, 2015. However, applicants will be able to access ERAS effective July 15, 2015 to coordinate their application material. ERAS has an online application and a listing of supporting documentation that may be transmitted to programs. Applications can be electronically submitted to programs on July 15, 2015. Applicants should be ready to transmit on this date to ensure that they meet the program’s application deadline. A listing of participating GI programs can be found on ERAS’ web site.

For technical assistance or questions relating to ERAS, programs and applicants should contact ERAS directly.

B. Programs not using ERAS

For programs not participating in ERAS, applicants will be required to mail their application and accompanying documentation. Applicants must also be aware of the application deadline for these programs.

VII. Resources / Contact Information

For questions or immediate assistance, please contact:

National Resident Matching Program (NRMP)
202-862-6077 or 1.866.617.5834
www.nrmp.org

Electronic Residency Application Service (ERAS)
202-828-0413 – Programs
202-862-6264 – Applicants
www.aamc.org/eras

Tamara Jones
Director of Training, AGA Institute
301-941-2659
tjones@gastro.org
www.gastro.org; Click on GI Fellowship

Cory Harlow

Training Manager
301-272-1185
charlow@gastro.org
www.gastro.org

The NRMP Reversion Process for the Gastroenterology Match

Programs must submit separate rank order lists (ROLs) for each track for which they wish to appoint fellows. Therefore, a maximum of three ROLs may be required. Some programs may wish to recruit a certain number of research fellows, and if they cannot recruit as many research fellows as they wish, the program could, as an alternative, increase the number of positions they offer to clinical track fellows. The Match will accommodate this through the “reversion” of positions or *donating positions* from one track to another.

A program may specify that any unfilled research position(s), e.g., Clinical Investigator Research track, Basic Science Research track, or Research track, be reverted, or added (donated), to the number of positions in another track offered through the Match. The reversion of positions should be done in the following order: those positions in tracks that are least likely to be filled should be donated to tracks that are more likely to be filled, e.g., Basic Science Research track positions should be added (or donated) to the Clinical Investigator Research track or to the Clinical Track and not the other way around.

Important Note: Programs donate positions, not applicants. If a program believes that an applicant is suitable for two different tracks in their program, they must place that applicant’s name on the rank order lists for both tracks to ensure the greatest possibility for a match. The matching algorithm will fill the positions in each track only from that track’s ROL.

Example 1 – a program may have one basic science research position and one clinical track position, but if it does not fill the research position when the matching algorithm is run, the system alternatively can attempt to match two clinical track fellows. Such a program specifies this in the R3 System by submitting a rank order list of suitable applicants for one basic science research track position and a rank order list of suitable applicants for one clinical track position. Then, the program director creates a reversion in the R3 System so that if the basic science research track position is not filled, that unfilled position reverts (or is added or donated) to the clinical track, and the matching algorithm would attempt to fill two clinical track positions.

Example 2 – a program may have two basic science research positions, one clinical investigator research track position, and two clinical track positions. The reversion could specify that any unfilled basic science research positions be donated in the following order: one unfilled position to be donated to the clinical investigator research track and one unfilled position to be donated to the clinical track, in that order. Alternatively, the reversion could specify that all unfilled basic science research positions be donated to the clinical investigator research track and that all unfilled clinical investigator research track positions be donated to the clinical track.