



ECFMG[®]

Educational Commission for Foreign
Medical Graduates

ERAS Support Services at ECFMG[®]

Navigating the ERAS[®] Application Process

ECFMG WEBINAR
July 17, 2008

ECFMG Presenter: Anna Iacone, Manager, ERAS Support Services

Organizational Collaboration U.S. Residency Recruitment Process

**Association of American
Medical Colleges
AAMC®**

Electronic Residency Application
Service – ERAS®

**ERAS Support Services
at ECFMG®**

**National Resident Matching
Program - NRMP®**

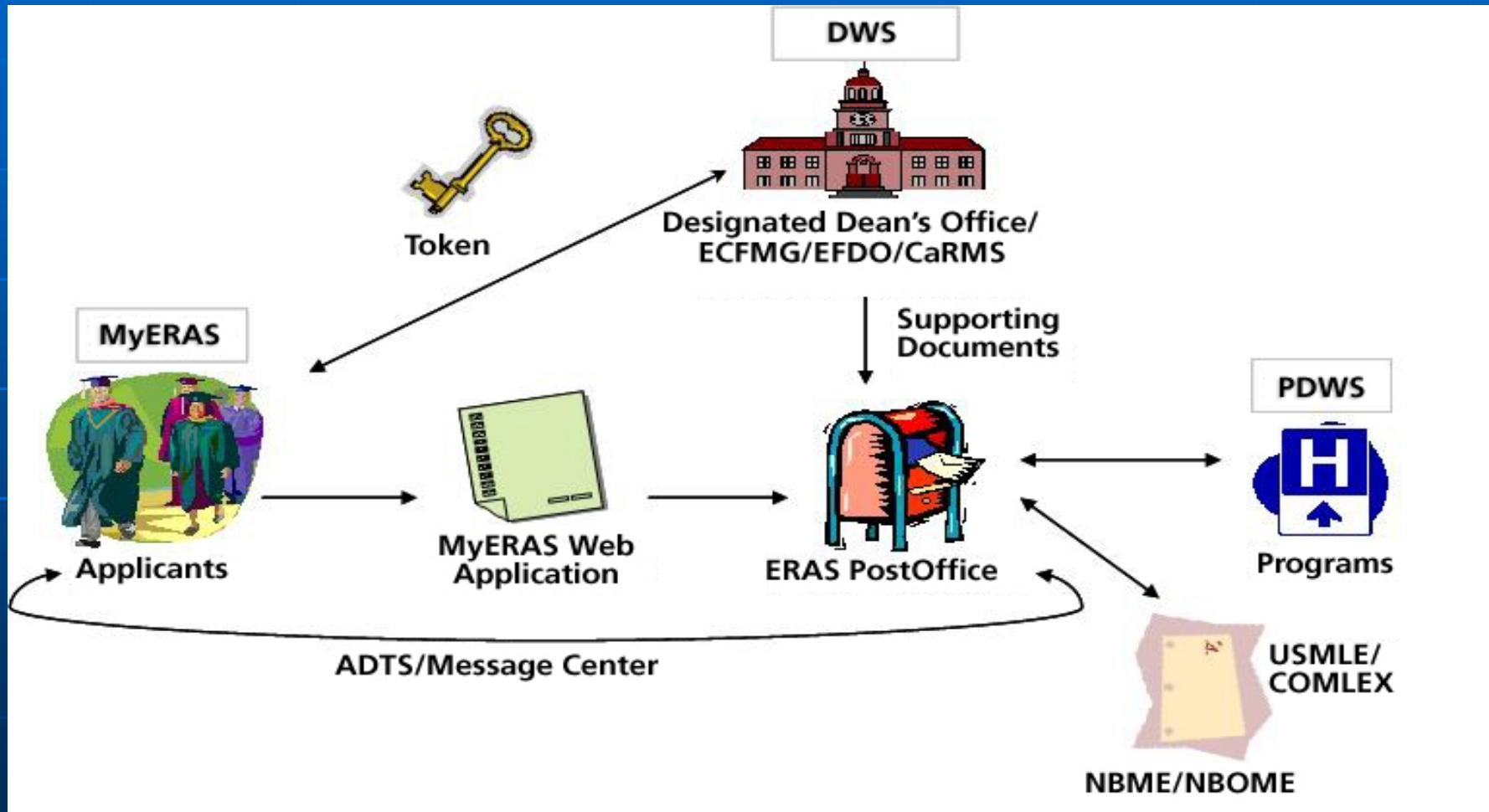
Association of American Medical Colleges (AAMC)

ERAS[®]

-The Electronic Residency Application Service-

A service that transmits residency applications, letters of recommendation, MSPEs, transcripts, and other supporting credentials from applicants and medical schools to fellowship, osteopathic internship, and residency programs using the Internet.

How ERAS Works



AAMC MyERAS Components

Account Section:

Entry into the ERAS Application Service

Application Section:

MyERAS Application

Documents Section:

Create personal statement (s); identify letter writers; release USMLE Transcripts

Programs Section:

Select programs of interest; assign USMLE transcript, personal statement (s) and letters of recommendation to individual programs

ERAS Step-by-Step Guide to Using MyERAS

ECFMG Resource

“Screen shots” of MyERAS site

- To view each component of the MyERAS site, go to www.ecfm.org/eras; (located in the “Using MyERAS” category at the ECFMG ERAS homepage)
- An excellent resource providing an “inside look” at MyERAS

AAMC Fee Schedule

Number of Programs Per Specialty	AAMC Fees
Up to 10	\$60
11-20	\$8 each
21-30	\$15 each
31 or more	\$25 each

Example: Applicant Applies to 30 programs

Cost: \$290 Total

[\$60 + (10 X 8 = \$80) + (10 X \$15 = \$150)]

AAMC Applicant Document Tracking System – (ADTS)

- Lists each applied-to program
- Provides date and time documents are uploaded to the ERAS Post Office by ECFMG, and the date and time programs download the ERAS application

TIP

Access the ADTS using your AAMC ID number and password (<https://services.aamc.org/eras/adts2009/>)

AAMC Resources

AAMC Technical Support:

E-mail: myeras@aamc.org ; Phone: 202-828-0413

AAMC Web site Resources: (<http://www.aamc.org/students/eras/start.htm>)

About ERAS

- ❖ ERAS Policies
- ❖ Participating Specialties and Programs
- ❖ Timeline
- ❖ Application Process Guideline
- ❖ Using MyERAS
- ❖ Resources to Download
- ❖ Fees and Billing
- ❖ Quick Links to MyERAS and ADTS Login

AAMC "Must Read" Publication: Roadmap to Residency: From Application, Match and Beyond 2nd Edition

(link can be found at www.ecfmq.org/eras; Go to the " Resources" section)

ERAS Support Services at ECFMG

**The IMG Connection to the
ERAS Application Process**

Eras-support@ecfmq.org

Phone: 215.386.5900

Administrative Function

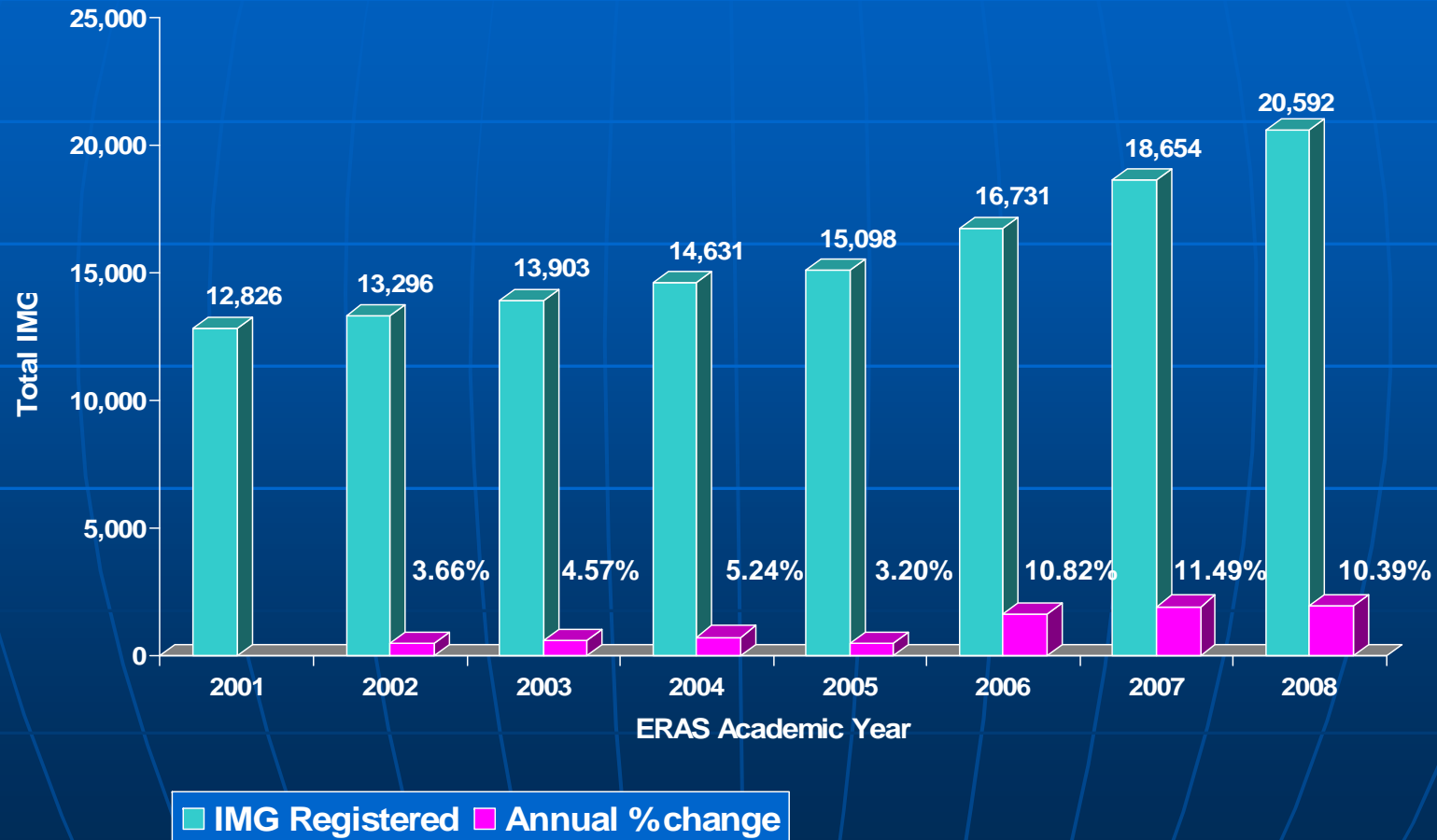
- Token Issuance
- Scan and transmit all applicant supporting documents to the ERAS PostOffice
- Upload ECFMG Status Reports; USMLE Transcripts
- Document tracking system, via ECFMG OASIS
- Provide posting date of scanned documents
- Return of Document Service

ERAS 2008 Document Uploads

(From July 1, 2007 to May 1, 2008)

Medical Student Performance Evaluation (MSPE)	18532
Letters of Recommendation (LoRs)	83766
Photographs	17389
Medical School Transcripts	18966
ECFMG Status Reports	20590
USMLE Transcripts	17823

IMG-ERAS Registered Applicants 2001 - 2008



ERAS Processing Time

Four-Week Lead-Time

- ERAS Support Services at ECFMG may require up to four weeks to scan and upload documents to the ERAS Post Office from the time documents are received as confirmed in the document tracking system at ECFMG OASIS
- Submit documents in time to arrive by August 1st

Goal for ERAS 2009!

*To scan and upload documents in a two-week timeframe*¹⁴

New for ERAS 2009

On-Line Document Submission Form (DSF)

Purpose

- To streamline the incoming preparation of ERAS supporting documents for scanning
- To enable itemize tracking of documents viewable to applicants at ECFMG OASIS
- To enhance efficiency and shorten the timeframe of scanning and uploading documents from a four-week turnaround time to a two-week turnaround time

DSF Procedures

Instructions

- Applicant creates the DSF at ECFMG OASIS (*must enter the AAMC identification number*) each time document types are submitted to ERAS Support Services for **scanning only**
- Applicant/medical school/letter writer submit document (s) with DSF to ERAS Support Services for **scanning only**
 - The DSF should the list the document (s) that are included with the DSF
- Applicants create and print a new DSF **each time** a supporting document is submitted to ERAS Support Services for **scanning only**

DSF Instructions

Letters of Recommendation (LoRs)

If letter writers are submitting LoRs to ERAS Support Services for scanning, applicants are instructed to do the following:

- Create and print the DSF that includes the LoR information and instruct their letter writers to submit the DSF along with the LoR to ERAS Support Services for scanning

Medical Schools

- Medical schools submitting documents for scanning on behalf of their students/graduates should request from them the completed DSF
- The DSF should be included with supporting documents sent to ERAS Support Services for scanning

ERAS Standard Supporting Documents

- Letters of Recommendation (LoRs)
- Medical School Transcript
- Post-Graduate Training Application Letter (PTAL)
required by California programs only
- Medical Student Performance Evaluation (MSPE)
 - link to MSPE published guidelines found at www.ecfm.org/eras
- Photograph (digital upload preferred)

On-line Submission of Digital Photograph

- Implemented for ERAS 2008
- Preferred method of submission
- Submit digital photograph at ERAS Support Services-ECFMG OASIS
- Track receipt of digital photograph at ERAS Support Services-ECFMG OASIS
- Does **not** require applicants to complete a DSF

Repeat ERAS Applicants

Definition

An ERAS applicant who participated in ERAS 2008 and plans to participate in ERAS 2009

- ERAS Support Services will:
 - Identify “repeat applicants” at the time they request a Token
 - Retrieve their MSPEs, medical school transcripts and photographs from the ERAS 2008 season and re-use these document types for the ERAS 2009 season
- Repeat applicants should not submit these document types unless:
 - document (s) have been modified after May 31, 2008
 - did not submit these document types for the ERAS 2008 season but will submit them for the ERAS 2009 season

ECFMG

“Original Document” Policy

Effective since June 2006

- Submission of Original
 - Letters of Recommendation (LoRs)
 - Medical Student Performance Evaluations (MSPEs)
- Policy Consistent with U.S. Medical School Practices

Original Document Policy (Continued)

- “Visual Inspection” not “Primary Source Verified”
- If document is determined to be a “copy”, the ECFMG annotation is:

Copy–Original Required for this Document Type
ERAS Support Services

Note:

Annotation is viewable by program directors
(“Original Document” Policy found at www.ecfm.org/eras)

Original Document Procedures

LoRs

- Applicant Request Letter writer to:
 - ✓ Manually sign LoR in “colored ink”
 - ✓ Place on Official Letterhead
 - ✓ Enhanced Authentication: Institutional Seal
 - ✓ Letter writer contact information is highly suggested

MSPE

- Manual signature of medical school official
- Medical school seal

Fraudulent Letters of Recommendation

ECFMG Medical Education Credentials Committee

- Reviews allegations of “irregular behavior”
- Examples of irregular behavior include, but are not limited to:
 - Failing to comply with a USMLE or ECFMG policy, procedure, and/or rule, and submission of any falsified or altered ECFMG document to other entities or individuals.

Any determination of irregular behavior shall be sufficient cause for ECFMG to bar applicants from future examinations, to withhold and/or invalidate the results of an examination, to withhold an ECFMG certificate, **to revoke an ECFMG certificate, or to take other appropriate action.**

Plagiarism

Personal Statements

- Applicants must write their own personal statements
- Use of public language on websites = Plagiarism
- Allegations brought to the AAMC ERAS prompting an investigation
- Negative outcomes if allegations are true

Return of Document Service (RoDS)

Implemented in February 2007

- Request at ERAS Support Services, ECFMG OASIS
- Optional service, not mandatory
- \$15 flat fee for U.S. postal service
- Additional fees for courier service
- Method of shipment determined by the applicant

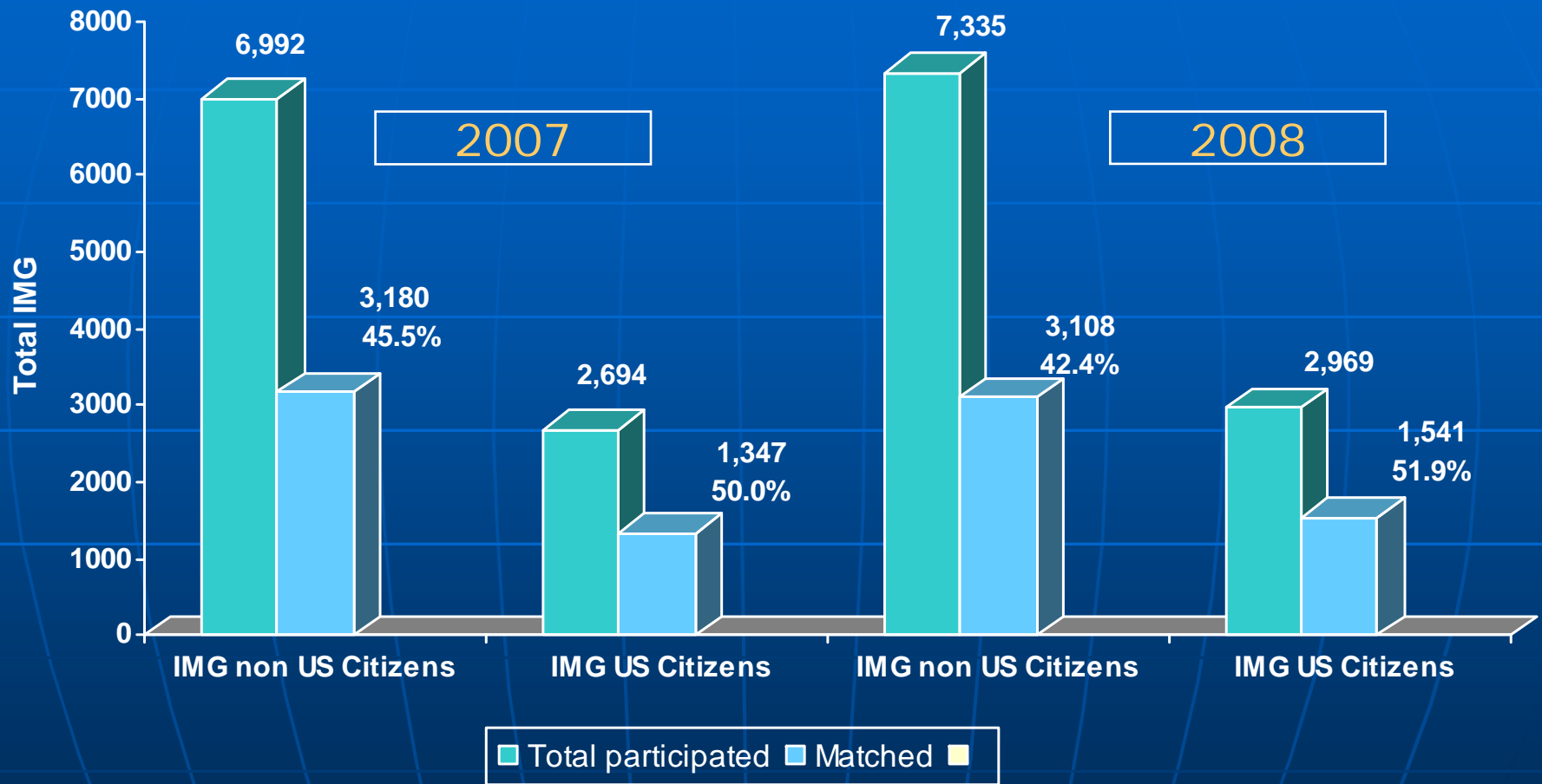
Note:

LoRs which you have waived your right to see are not eligible to be returned to you, via RoDs.

National Resident Matching Program (NRMP) / Overview

- \$40 Registration Fee; late fee if applicant registers after November 30
- The NRMP matches applicants with available residency positions
- ECFMG verifies examination status of IMG applicants for participation in the NRMP Match
- Applicants prepare and certify Rank Order List (ROL) by ROL deadline (end of February)
- All NRMP requirements must be met by the ROL deadline:
February 25, 2009
- NRMP Match Results: Scheduled for March 19, 2009

Match Results 2007 vs. 2008



Source: ECFMG News Release March 19, 2007 and March 25, 2008

Post-Match Scramble

- Two-day Scramble period for unmatched applicants starting the second week in March on Tuesday at 12 noon, Eastern Time
- Unmatched applicants will have access to unfilled position list if registered with the NRMP
- Apply to those programs not previously applied
- Maximum of 30 programs during the two-day Scramble; up to 15 additional programs previously applied to (45 total)
- No charge for applying to programs during the Scramble if registered with the NRMP & applied to at least one program, via ERAS

2008 Important Dates

- JUL 1:** Applicants can start requesting an ERAS Token The AAMC MyERAS site opens.
- JUL 15:** Once registered, applicants are highly urged to submit supporting documents in time to arrive by August 1; finalize letter writer list in the "Documents" section of MyERAS
- AUG 15:** Registration for the National Resident Matching Program (NRMP) opens.
- SEP 1:** ERAS PostOffice opens; applicants can start applying to programs; programs can start downloading ERAS applications
- OCT 1:** Applicants should ensure that the Medical Student Performance Evaluation (MSPE) has arrived at ECFMG
- NOV 1:** MSPEs are released to programs by the ERAS PostOffice.

2009 Important Dates

- FEB 25:** NRMP Match late registration and Rank Order List certification deadline.
- MAR 16:** Applicant's information, matched and unmatched, is posted to the NRMP website.
- MAR 17-19:** NRMP Post-Match Scramble.
- MAR 19:** Results of Match announced by NRMP.
- MAY 31:** ERAS PostOffice closes, ending current ERAS season.
- JUL 1:** Residency training begins.

Important Notes: Dates are subject to change. Verify all dates directly with the appropriate organization. For complete information, refer to the [NRMP 2009 Main Match Schedule](#) and the AAMC's [ERAS 2009 Timeline](#).

Future Technical Initiatives

ERAS Support Services Interface with the ECFMG Medical School Web Portal (EMSWP)

- Ability to upload Medical Student Performance Evaluations (MSPE) and medical school transcripts
- Value-added to the IMGs ERAS application

Re-Engineering the AAMC ERAS Program

- AAMC / ECFMG Collaboration
- Preliminary Phase

ECFMG Vision

AAMC ERAS Re-Engineering Project

- To integrate technical solutions to create flexible and efficient program for all end-users (IMGs, international medical schools and ECFMG)
- To increase automation; decrease manual scanning; enhance quality assurance and client services
- To develop interfaces to collect documents directly from international medical schools for quality assurance and providing to U.S. program directors primary-sourced verified documents

Questions



Phone: 215.386.5900

Eras-support@ecfmq.org