Residency Application Overview

MS4 Class Meeting #1
June 4, 2018
Applying to Residency: Summer into Fall

Agenda

• Timeline

• Deciding where to apply

• Components of your application

• Words of Wisdom
Timelines and Deadlines
<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>Late July</td>
<td>San Francisco Match Application submitted (Ophthalmology)</td>
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<tr>
<td>July 15</td>
<td>Deadline for EM SVI (10:59 CDT)</td>
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<tr>
<td>September 1</td>
<td>LORs submitted</td>
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<tr>
<td>September 6</td>
<td>Early ERAS opening to certify and submit</td>
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<tr>
<td>September 15</td>
<td>ERAS applications are sent to programs</td>
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<td>October 1</td>
<td>MSPE released to all programs</td>
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<tr>
<td>November 30</td>
<td>NRMP registration deadline</td>
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<tr>
<td>December 1</td>
<td>PSOM Step 2 test date deadline</td>
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Timeline: June - August

**June**
- Register for ERAS (tokens emailed to you in June)
- Organize CV (follow template)
- Meet with Dr. Fromme, if you have not already done so
- Ask for Letters of Recommendation
- Sign up for your ERAS/Graduation photo
- Prepare for and submit your SVI (EM students only)

**July – August**
- Write your Personal Statement
- Send a draft to your career and specialty advisors for review
- Edit your ERAS application to near completion

*This timeline is designed for students applying through the regular match.*
Timeline: July - September

July – September

- MSPE Review
- Continue to edit your ERAS application
- LORs uploaded

September 15

- Certified ERAS applications sent to programs
- NRMP Registration opens

(You must register for both ERAS and the NRMP)
Residency Process Book

- Advising calendar and deadlines
- Career Advisor contact info
- Checklists
- Sample CV
- Sample ERAS application
- Sample MSPE and MSPE appendices
- Sample personal statement
- Specialty-specific guidance
Residency Resources
Where to Apply
Resources for Researching Residencies

- Pritzker Faculty
- Current Residents
- Pritzker Alumni
- FREIDA Online
Choosing a Program

Considerations:

• Family
• Geography
• Your own qualifications and abilities
• Quality of the program
• Preliminary program requirements
• Breadth and depth of list

Your Specialty and Career Advisors can be instrumental in helping you create a list.
Do I need to apply for a prelim year?

**Categorical**
- Begins in PGY-1 and offers full residency training required for board certification in that specialty

**Advanced**
- Begins in PGY-2 and are in specialty programs that require completion of 1 year of preliminary training

**Preliminary**
- Begins in PGY-1 and offers 1 year of training prior to entry into advanced specialty

**Transitional**
- PGY-1 year that is similar to a “rotating” internship
Specialties that may require a prelim year

- Anesthesiology
- Dermatology
- Neurology
- Ophthalmology
- PMR
- Radiation-Oncology
- Radiology
Selecting Programs and Maximizing Your Odds

Think like an investor:
Create a diverse application portfolio to mitigate risk and maximize your ROI!

Goal Programs
  • Your dream program!

Realistic Programs
  • You are relatively sure you will get an interview at this program.

Low-Risk Programs or Specialties
  • Maximize your odds of matching by applying to back-up programs.
Components of the Application
Application Components

Your responsibilities
1. ERAS application
2. Personal Statement
3. Letters of Recommendation (LORs)
4. ERAS Photo
5. USMLE transmission (via ERAS)
6. EM applicants: Standardized Video Interview (SVI)

Our responsibilities
7. MSPE
8. Pritzker transcript
Guidelines for Your CV

Formatting

• Refer to Pritzker template (on Residency Resources site and in Booklet)
• Multiple pages are OK
• Arrange lists in reverse chronological order (most recent first)
• Arrange publications in chronological order
• Arrange activities into categories

Content

• List relevant collegiate experiences
• List significant work experience between college and medical school
• Spell out acronyms
• Explain activities or experiences with short bulleted points
• Do not list activities from high school

Components of the Application
Guidelines for Your Personal Statement

Purpose
- Introduce yourself and your voice
- Express interest in a specialty

Length
- One page
- 10-point font
- 1-inch margins
- Single-spaced

Things to Avoid
- Humor
- Obscure references
- Quotations
- Personal things you would not want to discuss in an interview

Review
- Review your Personal Statement with your Career and Specialty Advisors

Check out Dr. Woodruff’s Personal Statement workshop!
5 pm on June 6 in J-103
Letters of Recommendation: What do my letter writers need?

**ERAS Letter Request Form** (generated through ERAS)
- AAMC or SF Match identification number
- Waive your right to see the letter (check box on both forms)
- Specialty for which the letter should be written

**Copy of your CV**

**Copy of your Personal Statement**
- Ideally, your letters will echo themes from your Personal Statement to tell a coherent story

CV, Personal Statement, and email templates can be found on the Residency Resources site.
MyERAS Dashboard

Application
- Personal Information: Saved
- Biographic Information: Complete
- Education: Complete
- Experience: Complete
- Licensure: Complete
- Publications: Complete

Documents
- Uploaded but Unassigned LoRs: 0
- Unassigned Personal Statements: 0
- MS Transcript: Not Uploaded
- MSPE (Dean's Letter): Not Uploaded
- Photo: Not Uploaded

Programs
- Saved Programs: 0
- Programs Applied to: 0

Resources
- Please visit our Tools for Residency Applicants for useful information on the ERAS process.

MyERAS Terms and Conditions

Contact ERAS
- ERAS Support Contact Form
- (202) 862-0264
- Monday - Friday 8am - 6pm ET
Documents: LORs

Letters of Recommendation

In order for an LoR Author to upload a letter on your behalf, you MUST complete the following steps for each LoR that you intend to use during the application season.

1. Click Add New to enter and save LoR information.
2. Confirm the LoR entry by marking the associated checkbox and selecting Only checked in the Confirm drop down list.
   Note: You may only edit and/or delete a LoR entry prior to confirming.
3. Select Download Letter Request or Email Letter Request in the associated Action column to provide your LoR Author with the form.

You have not added any LoR Authors. Click Add New to add an LoR Author.
Add Letter of Recommendation

- LoR Author Name: H. Barrett Fromme, MD, MHPE
- LoR Author Title/Department: Associate Professor of Pediatrics
- Specialty to which this letter will be assigned: Preliminary Programs

**Note:** Specialty field will only be viewable to applicants, their Designated Dean’s Office and the LoR Author - not programs.

**Additional LoR Information**

- This LoR Author is a Program Director in a current/previous residency or fellowship where I trained. (Applicable only to Residency Programs)
- This LoR Author is a Department Chair where I completed my clerkship training. Group departmental letters must be signed by the team composing the letter.
- None of the above.

**I waive my right to view my Letter of Recommendation:** Yes or No

[Save]
Documents: LORs (continued)

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Add New

Search by Name, Title/Dept., or Specialty

1 LORs Selected

- Barrett Fromme, MD, MHS - Associate Professor of Pediatrics
  Specialty: Preliminary Programs
  Status: Not Confirmed for Upload
  Actions: Select
Confirm Letters of Recommendation

Are you certain that you want to confirm the selected LoR Author(s) for upload? Once confirmed, an LoR Author entry cannot be deleted or otherwise modified.

MyERAS Password: * 

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ERAS Letter of Recommendation (LoR) Request

ERAS Application Season: 2018
ERAS Letter ID: 0MGB4TQEE

I am requesting that you submit my Letter of Recommendation (LoR) to the Electronic Residency Application Service (ERAS), which transmits my LoR(s) to the residency programs to which I am applying.

: ERAS Letter of Recommendation Portal (LoRP)

The Electronic Residency Application Service (ERAS) Letter of Recommendation Portal (LoRP) is a centralized service that allows LoR Authors to upload LoRs for applicants applying to ERAS residency programs.

ERAS has established a set of guidelines that should be reviewed prior to writing and uploading LoRs using the LoRP.

For more information about the LoRP guidelines, additional resources, and to access the LoRP login, please visit https://www.aamc.org/services/eras/282520/lor_portal.html.

- Review the information below. If any information is inaccurate, contact the applicant directly so they can make corrections.
- [Login to the ERAS LoRP to upload this letter using the unique ERAS Letter ID above.]

: Applicant Details

Name: Doe, Jack R.
Preferred Name: Jack
AAMC ID: 15909272
Preferred Phone Number: 773-702-333
Preferred Email: rsilverman@bsd.uchicago.edu

: LoR Details

LoR Author Name: H. Barrett Fromme, MD, MHPE
LoR Author Title/Department: Associate Professor of Pediatrics
Specialty to which this letter will be assigned: Preliminary Programs
Letters of Recommendation: How many letters do I need?

Categorical Programs: 3-4 total letters

• 3 clinical letters
• 1 research letter (if appropriate)

Note: You cannot submit more than 4 letters to a single program.

Advanced Programs: 6-7 total letters

• Prelim/Transitional Year: 3 clinical letters
• Advanced Program: 3 clinical letters
  1 research letter (if appropriate)

Note: Letter writers can use the same letter for both applications, as long as they are generic in specialty.

(ie. “I recommend John Doe for your residency program” instead of “I recommend John Doe for your Pediatric residency program”)
Letters of Recommendation: Do I need a Chair’s Letter?

- Anesthesiology
- Medicine*
- Medicine-Pediatrics*
- Preliminary Medicine*
- Obstetrics and Gynecology
- Orthopedic Surgery
- Otolaryngology (Section Chief)
- Pediatrics (some programs)
- Plastic Surgery (Section Chief)
- Surgery
- Urology (Section Chief)

*Another faculty member writes the letter in conjunction with the Chair.

Emergency Medicine utilizes a “Standardized Letter of Recommendation”, and Plastic Surgery is starting to do the same. Check with your program.

If you are applying in both Preliminary Medicine and transitional programs, you could use the letters for both if they are generic in specialty.
Letters of Recommendation: Timeline

- Give letter-writers 4-6 weeks’ notice
- Letters in by September 1 (i.e., ask before August 1!)
- Track which letters have arrived by using ERAS
- Do not wait for your letters to submit your ERAS application
- Send a friendly reminder email if it has been 6 weeks and your letter has not been uploaded
Letters of Recommendation: FAQ

1. Who reads my Letters of Recommendation?

2. Do you have tips for making sure my faculty members deliver their letters on time?

3. If my letter has not been received, and it is after the 4-6 week period, what do I do?
USMLE Transcript

• Requested by you through ERAS
• Transmitted 3-5 days following your request

This process will be discussed in detail at the ERAS Overview class meeting on July 5
Emergency Medicine Standardized Video Interview (SVI)

- Comprised of 6 questions based on 2 ACGME competencies:
  - Knowledge of professional behaviors, and interpersonal and communication skills
- Scored by third-party raters

- All students even considering an application to EM should execute a video interview within the timeframe outlined below:
  - **June 7**: ERAS opens; ERAS registration tokens will be distributed to students by our offices on that date. EM-bound students will register in ERAS indicating their intent to apply to EM. Rolling emails will then be sent to such applicants inviting them to complete a video interview online.
  - **July 15**: Students have until **July 15 at 11:59 pm EDT (10:59 CDT)** to complete the video interview.
  - **Sept. 1**: Scores made available to applicants.
  - **Sept. 15**: ERAS transmits applications to programs, and SVI scores and videos will also be released to programs.
Emergency Medicine Standardized Video Interview (SVI)

Process

- Step 1: Access MyERAS to declare interest in EM
- Step 2: Receive link to access HireVue to complete interview
- Step 3: Log into HireVue to complete technology and environment check.
- Step 4: In HireVue, click “Take Sample Interview” to practice
- Step 5: When ready, click “Get Started” to complete interview
  - 30 seconds to read question
  - 3 minutes to respond
Emergency Medicine Standardized Video Interview (SVI)

• Practice, practice, practice!
• Use the sample questions on the AAMC materials
• Send your videos to your Career Advisors for feedback
• Ensure you have a well-lit space to record your interview free of distractions
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<th>Advisor(s)</th>
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<td>Strategy</td>
<td>Career Advisor</td>
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<td>Specialty Advisor</td>
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<td></td>
<td>Dr. Woodruff</td>
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<tr>
<td>Personal Statement</td>
<td>Career Advisor</td>
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<td>MSPE/Grade Concerns</td>
<td>Dr. Fromme</td>
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<td>Couples’ Matching</td>
<td>Career Advisor</td>
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<td>Dr. Woodruff</td>
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<tr>
<td>CV/ERAS Logistics</td>
<td>Rebecca Silverman</td>
</tr>
<tr>
<td>LOR Status</td>
<td>ERAS or SF Match</td>
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Components of the Application
Words of Wisdom
Be a Smart Applicant!

- Apply broadly to give yourself the best possible odds
  - You can always narrow your list during interview season
- Listen to Career Advisor feedback about your strategy
- Realize that there is more than one program where you can be happy

Don’t put all of your eggs in one basket…

Diversify your application portfolio to maximize your odds!
The Gut Check/Strike Zone

- Careers are long—find something you love to do
- Listen to yourself, not to others telling you what you should do
- Don’t be confused by a great—or lousy—experience on a rotation
Make a Plan and Focus

• Focus on what you can do something about: your Personal Statement, letters, and interview preparation

• Get the pieces together and assemble them

• Refer to your Residency Process Booklet

• Know what job you are applying for
  • Program Directors want smart, dependable, functional team players who will take excellent care of their patients

• Take it one step at a time

You will get through it!
You are NOT alone!

• You have a good support team
• You are not behind
• This is a long process with multiple parts

The Career Advising team’s doors are always open!
MS4 Class Meetings

June 6
Optional: Personal Statement Workshop
J-103, 5 pm

July 5
#2: ERAS Overview

September 25
#3: Interviewing for Residency

January 22, 2019
#4: Constructing your Rank List
Match Day: March 15, 2019!