Frequently Asked Questions for Neurology Applicants:

**What is your residency program application deadline?**
The deadline for application is November 15th.

**What is the cutoff point of year since graduation?**
There is no cutoff. If you are not a recent graduate, documentation of recent clinical work and clinical letters of support are recommended.

**Does the Department of Neurology offer pre-match?**
Pre-match is not offered.

**Does UK GME offer couples match?**
Yes, couples match is available.

**How many residency slots are available?**
There are 6 adult categorical (PGY 1—4) positions and 1 child categorical (PGY 1—5) position available per year.

**How many candidates do you interview?**
We will interview approximately 60 candidates for adult neurology and 20 for child neurology. Applicants on a wait list will be invited to interview if a slot opens.

**How will I know if I have been selected for an interview?**
Application invitations and rejection letters will be sent through ERAS. Every application is individually reviewed, so it is unnecessary to contact the Neurology Education Office for application updates.

**Does the University of Kentucky sponsor or accept any visas, H1 or J1?**
Per UK GME policy, only J1 visas are sponsored. H1 visas are not sponsored. An ECMFG certificate is required to be interviewed.

**To be invited for an interview, is it required that I have my Step 2-CS in hand?**
International medical graduates should have completed all requirements for ECFMG certification (including Step 2 CS) to be considered for interview.

**What are the USMLE Step 1, 2 CK, and 2 CS minimum scores? Is there an attempt limit?**
There is no minimum score; however, a low score & multiple attempts will make the application less competitive. Last year, the median USMLE Step I and 2 scores were 234 and 243, each with one attempt.

**Is clinical experience within the United States required? If yes, how long?**
This type of experience is preferable, but not mandatory.
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II.A. House Staff Recruitment, Eligibility, and Selection

Policy on House Staff Recruitment, Eligibility, and Selection

Recruitment and selection of house staff is the responsibility of the programs. Each program must have a policy with standards, appropriate to the specialty, to guide house staff selection. The recruitment and selection processes, including the solicitation for applicants, screening of applications, invitation for interview, interview, applicant evaluation and ranking must be conducted in an ethical manner.

The program must inform all applicants who are invited for an interview, in writing or by electronic means, of the terms, conditions, and benefits of their potential appointment, including financial support; vacations; parental, sick, and other leaves of absence; professional liability, hospitalization, health, disability and other insurance provided for the house staff and their families; and the conditions under which the Sponsoring Institution provides call rooms, meals, laundry services, or their equivalents. The program director must have all interviewed applicants sign the GME Interviewee Certification Form available on the GME web site indicating this information has been received.

Applicants are eligible for appointment if they are graduates of schools approved by the Liaison Committee on Medical Education (LCME ) or the American Osteopathic Association (AOA) or, in the case of international schools, approved for listing by the World Health Organization or equivalent accrediting bodies and possess a valid Educational Commission for Foreign Medical Graduates (ECGMMG) certificate or have a full and unrestricted license to practice medicine in a US licensing jurisdiction in which they are training. Graduates of medical schools outside the US who have completed a Fifth Pathway program provided by an LCME-accredited medical school are also eligible for appointment. Dental residents must hold a DDS or DMD degree from a school approved by the Commission on Dental Accreditation (CODA) or if graduates of foreign dental schools, must satisfy state licensure requirements for a limited permit to practice dentistry.

Selection from eligible applicants must be based on training program-related criteria such as applicant preparedness, ability, aptitude, academic credentials,
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Communication skills, and personal qualities such as motivation and integrity. Programs must not discriminate with regard to sex, race, age, religion, color, national origin, disability, or any other applicable legally protected status. All medical trainees must meet the minimum selection criteria as described by the ACGME, American Board of Specialties (ABMS) or AOA for the specialty.

House staff who require visas are sponsored on J-1 visas through the ECFMG. House staff are sponsored on H-1B visas only in rare cases. These require justification from the applicant and program director, and approval from the Provost’s office. Visa issues or questions should be referred to the GME office.

All programs offering positions at the PGY1 level must participate in the National Resident Matching Program, or program-specific equivalent (if available), and abide by its ethical and procedural rules. Positions unfilled in the match may be offered to qualified applicants by program directors, but such offers must be made with a clear communication to the applicant, both verbally and in writing, that appointment is contingent on the applicant meeting program and institutional requirements and passing a credential review by the program, the GME Director and the DIO.

The program director may not appoint more house staff than approved by the applicable RC unless otherwise stated in the specialty-specific requirements and approved by the GMEC through a complement increase request. The sponsoring institution and programs educational resources must be adequate to support the number of house staff appointed to the program. Appointment is effected through execution of a contract between the applicant and the sponsoring institution which is processed by the GME office and signed by the Assistant Dean for Graduate Medical Education.

To assure compliance with these requirements, house staff recruitment and selection is reviewed as part of the internal review of each program.

Policy on Disability and Accommodations
In accordance with the University of Kentucky Equal Opportunity Employment policy, programs do not discriminate in its admissions or selection of house staff. The University of Kentucky is committed to providing quality educational and occupational opportunities for everyone, including qualified individuals with
disabilities. The University is dedicated to providing reasonable accommodation to qualified students, house staff, employees, and all those with disabilities participating in its programs and services.

Applicants to University of Kentucky programs who may need reasonable accommodations at any point in the selection process, as well as incoming or current house staff who may require reasonable accommodations may consult with the GME office or the Office of Institutional Equity and Equal Opportunity or visit the website at http://www.uky.edu/EVPFA/EEO/reasonable_accommodation.html Requests for accommodations are evaluated on a case-by-case basis.

House staff may also contact the Disability Resources Center, for concerns related to academic accommodations including educational testing services at http://www.uky.edu/StudentAffairs/DisabilityResourceCenter/

II.B. House Staff Appointments and Reappointments

Policy on House Staff Appointments and Reappointments

All house staff new to the University of Kentucky are given a conditional offer of appointment. The offer is contingent upon the successful completion of a background check and drug screen, as well as upon primary source verification of credentials to confirm that the individual possesses the basic requisite education, training, skills, personal characteristics, and professionalism to make the experience as house staff a successful one for the individual and for the program. Failure by house staff to meet all conditions of appointment will result in revocation of the offer of appointment. This action is not appealable through the University. Should the applicant feel that a Match violation has occurred; he/she may contact the National Residency Match Program (NRMP) or other applicable Match program.

The program director may not appoint more house staff than approved by the Review Committee, unless otherwise stated in the specialty-specific requirements and approved by the DIO. The program’s educational resources must be adequate to support the number of house staff appointed to the program.

All written agreements of appointment/contracts are for one year and each house staff member must be reappointed for each subsequent year of training,
contingent upon satisfactory completion of the current post-graduate year and assurance that all requirements are met for progression. House staff are provided with appropriate financial support and benefits to ensure that they are able to fulfill the responsibilities of their educational program. Terms and conditions of appointment to a program are outlined in the contract. The sponsoring institution will honor the full term of the contract except when a house staff member’s performance justifies termination.

Recommendations for the appointment and reappointment of house staff are initiated by programs. The appointment and reappointment of house staff is the responsibility of the DIO, based on the recommendation of the program director and is contingent upon review of credentials of the applicant and assurance of requirements met by the GME Director when applicable and acceptable progress in the program. No house staff member will be asked to sign a non-competition guarantee.

A decision regarding reappointment must be reached by the program director no later than 4 months prior to the end of the current appointment unless the house staff member is on suspension or probation. For most house staff who are on a July 1 – June 30 contract year, this decision must be made prior to March 1.

Appointment and/or reappointment does not constitute an assurance of successful completion of a training program or post-graduate year. Successful completion is based on performance as measured by individual program standards. Reappointment is the usual expectation if the house staff member is making normal progress toward attainment of the learning objectives of the program and board eligibility (if applicable).

House staff are expected to notify their department sufficiently in advance (preferably by March 1st) if they do not intend to return the following year.

In instances where a house staff member’s contract will not be renewed, or when a house staff member will not be promoted to the next level of training, the program director, after review with and concurrence by the DIO or GME director, must provide the house staff member with a written notice of intent no later than four months prior to the end of the house staff member’s current contract. If the primary reason(s) for the non-renewal or non-promotion occurs within the four
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months prior to the end of the contract or the house staff member is on suspension or probation, the program director must ensure that its provide the house staff member with as much written notice of the intent not to renew or not to promote as circumstances reasonably allow, prior to the end of the contract.

Nonrenewal and non-promotion are both grieveable actions. See Disciplinary Procedures as outlined in this manual and AR 5.5; Grievance Procedure for House Officers for additional information.