



## Resident Allocation Policy

<b>Office of Accountability:</b>	Postgraduate Medical Education
<b>Office of Administrative Responsibility:</b>	Postgraduate Medical Education
<b>Approver:</b>	Postgraduate Medical Education Committee
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### Definitions

<b>Canadian Resident Matching Service (CaRMS)</b>	A national, independent, not-for-profit, fee-for-service organization that provides a fair, objective and transparent application and matching service for medical training throughout Canada.
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### Overview

The Department of Health and Community Services (“the government”) of Newfoundland and Labrador determines, and funds, the total number of residency positions available for residency training at Memorial University of Newfoundland (MUN) on an annual basis. Flexibility in the allocation of positions for each residency program is balanced with service needs as identified through physician resource planning, capacity for educational training, and available funding for a given year. With the expansion of the Doctor of Medicine (M.D.) Program in the Faculty of Medicine (FoM) and the ever changing health care needs of Newfoundland and Labrador, there is a necessity for a clear approach to decision-making and for the transparent allocation of resident positions for the Canadian Resident Matching Service (CaRMS) match.

### Purpose

To provide oversight and guidance for the annual allocation of residency positions at MUN.

## Resident Allocation Policy

### Scope

All residency programs at MUN.

### Policy

- 1.0** The allocation of residency positions must protect the integrity of the residency programs and address the health care service directives from government.
- 2.0** Annual consultations shall occur between the PGME office, Program Directors, and the government to facilitate optimal allocation of positions for each residency program for the upcoming academic year.
- 3.0** During consultations for the allocation of residency positions, the following criteria is considered:
  - 3.1** Available budget to fund residency positions and the impact on funding requirements for future years;
  - 3.2** Capacity of each residency program to provide effective educational training and supervision;
    - 3.2.1** Capacity may be influenced by administrative infrastructure, faculty availability, access to procedures and patients, training resources, etc.
  - 3.3** Residency program success;
  - 3.4** Provincial demand for physician services;
  - 3.5** Whether International Medical Graduate (IMG) stream positions, and/or Special Funded, and/or military positions will be available outside the CaRMS match.
- 4.0** Each year, at least one (1) first year residency position should be available for each seat of the graduating class of the M.D. program at MUN (i.e. the number of residency positions available for allocation is approximately equal to the size of the graduating M.D. class).

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### 5.0 Special Funded Positions

- 5.1 If any seats remain unfilled after the second iteration of the CaRMS match, MUN, in consultation with the government, may be able to offer a limited number of Special Funded Positions.
- 5.2 Special funded positions occur outside of the CaRMS match.

### Procedure

- A.0 The PGME office contacts the Program Director of each residency program requesting their quota of residency positions for the upcoming academic year.
  - A.1. Program Directors must provide a detailed rationale for the number of resident positions they are requesting.
- B.0 The PGME office submits the allocation requests from each residency program to the government for review.
- C.0 The PGME office engages in consultations with the government and Eastern Health until all parties approve the number of resident positions allocated to each program.
  - C.1. If there is an impasse in decision making, the PGME office will consult with the Dean of Medicine.