

VCUHS Clinical Neurophysiology Fellowship
SELECTION CRITERIA POLICY

- I. Purpose:** To establish selection criteria for residents of the Virginia Commonwealth University Health System, Department of Neurology – Clinical Neurophysiology, thus helping to ensure an optimal postgraduate educational experience as well as excellent patient care.
- II. Policy:** All residents selected for postgraduate education in Clinical Neurophysiology in the Department of Neurology at the Virginia Commonwealth University Health System will meet the following selection criteria:
1. All residents must have passed Part I, II and III of the United States Medical Licensing Examination (USMLE), FLEX, NBOME/COMLEX, or the FMGEMS prior to being interviewed.
 2. All applicants must have three letters of reference from neurologists or physiatrists from the United States or Canada, who have personal knowledge of the applicant's clinical abilities.
 3. All applicants must have successfully completed an ACGME accredited residency in Neurology or Physical Medicine and Rehabilitation, or a Fellowship in Pediatric Neurology.
 4. Any ECFMG certified applicant who has not been in a United States or Canadian residency program within eighteen months of being issued their ECFMG certificate must take the Test of English as a Foreign Language Exam (TOEFL) and obtain a score of at least 600 before beginning their residency. The Test of Spoken English (TSE) and Test of Written English (TWE) are also required.
 5. Selection of candidates will also be in keeping with the selection criteria policy set forth by the GME Selection Criteria of the Virginia Commonwealth University Health System.
- III. Procedure:**
1. **Accountability:** The program director is responsible for ensuring adherence to this policy.
 2. **Exceptions:** Petitions for exceptions to this policy will be submitted by the program director to the Director of Graduate Medical Education. The Director of Graduate Medical Education will respond to the petition within 10 working days or receipt. The Program Director may appeal this decision by submitting a written request to the chairman of the Graduate Medical Education Committee to have the decision reviewed at the next regularly scheduled meeting of that body. The Program Director and the Director of Graduate Medical Education should be present at the meeting to present relevant information regarding the appeal and to answer pertinent questions. The Graduate Medical Education Committee will then make a final decision regarding the applicant by majority vote of those members present.

Lawrence D. Morton, M.D.
Director, Clinical Neurophysiology Fellowship Program

Date