RESIDENT SELECTION
Postgraduate Medical Education

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1. Policy & Procedure: Allocation of Residency Positions

Background:

The Postgraduate Management Committee of the Council of Ontario Universities (PGM:COFM) is a committee that is comprised of the Postgraduate Deans from the Ontario medical schools, as well as representation from the Ministry of Health. This group provides oversight and direction for the allocation of residency positions within Ontario.

Main Principles:

(i) A provincial 60:40 ratio between RCPSC / CFPC PGY1 programs for Pool A and Pool B.
(ii) At minimum, the number of Pool A CaRMS PGY1 positions is 1:1.1 and linked to the annual provincial undergraduate output.
(iii) A minimum of 200 IMG positions must be accommodated in the province.
(iv) Allocations must now consider all streams of entry and at all levels.
(v) Allocations must consider the creation of new teaching capacity centrally, but also through distributed medical education, clinical simulation and other initiatives, as appropriate.
(vi) Allocations must protect the integrity of programs and address the Health Human Resource directives from government in a socially accountable and equitable way.
(vii) Allocations will consider the interdependence and impact of postgraduate and undergraduate medical education programs.

When reviewing the allocation the following criteria are to be considered:

(i) Human Health resource needs provincially and nationally, i.e., government initiatives, societal need, and job opportunities following the conclusion of residency provincially and nationally will be considered.
(ii) The ability of the program to successfully fill positions during the CaRMS process.
(iii) Projected pool of candidates in each specialty / subspecialty.
(iv) Ability to train residents i.e., resources
(v) CMG and IMG positions from the previous CaRMS cycle
(vi) Return-of-service opportunities available for IMG’s.
(vii) McMaster University, Faculty of Health Sciences Mission statement.
(viii) New initiatives within the Faculty of Health Sciences and Postgraduate Medical Education.

Process for the allocation of positions at McMaster:

(i) PGY1 entry positions are reviewed by the Faculty Postgraduate Medical Education Committee, on an annual basis, in May and June for the upcoming CaRMS match. This discussion includes all PGY1 Program Directors.

(ii) Each Program Director will provide a brief summary, either verbally at the meeting, or written, informing the Committee on the status of the specialty, in terms of the above criteria, particularly those programs wishing to reduce / increase their positions.

(iii) Consideration will be given to all other PGY positions for advanced training, re-entry, transfers, and visa trainees.

(iv) Subspecialty entry positions will be reviewed by the appropriate department in coordination with the Postgraduate Medical Education Office.

(v) All positions will be approved by the Faculty Postgraduate Medical Education Committee.

(vi) Once the quotas have been approved by the PGME Committee, they will be submitted to the PGM:COFM Committee to review overall provincial quotas – to ensure the provincial specialty to Family Medicine is maintained, as well as the balance between the various specialties within the province. The Ministry of Health and Long-Term Care reviews the provincial allocation and provides the final approval.

Process for the allocation of positions for the Medical Education Campuses (MEC’s):

(i) The designated lead individual(s) at each site will work with the Program Director of the specialty they wish to develop into a CaRMS based position. The site designated lead and / or Program Director will report to the Postgraduate Medical Education Committee on progress.

(ii) The Program Director and the Division / Department will ensure that the site is able to meet the standards of accreditation. For example, that there is sufficient clinical activity and resources (B4), that there is an academic environment (B3, B5).

(iii) If the program determines that the site is able to meet the standards of accreditation and is able to provide a sufficient portion of the training at the site (approximately 50% minimum), then the Program’s Residency Program committee should review the program’s quotas, in terms of reallocation of one of their positions to the site for a CaRMS based position.
Once approved and agreed to by the Program’s Residency Training Committee, this would come forward to the Faculty Postgraduate Medical Education Committee for approval.

(iv) If the program is unable to reallocate a position to the site, the Program may elect to bring forward a request to the Faculty Postgraduate Medical Education.

2. **Position Statement for Canadian Residency Matching Service (CaRMS) Selection Process**

At McMaster University, we believe the best residents are those who have been able to explore the breadth of the medical profession through suitable electives while enrolled in medical school. We do not preferentially interview or rank applicants who have only pursued electives in one discipline or sub-discipline or on the basis of having trained at, or done an elective at McMaster.

3. **Guidelines for Conducting Interviews**


- General match participation principles
- Applicant rights
- Preparing for interviews
- Interview tips
- Sample questions (i) Appropriate Questions (ii) Inappropriate Questions

If a topic has been raised by the applicant and it is relevant to the issue under discussion, the interviewer may choose to pursue.

The Human Rights and Equity Services office of the University will review standardized interview questions. They can be reached at extension 27581 or at hres@mcmaster.ca

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