Texas Tech University Health Sciences Center  
General Surgery Residency Program  
Lubbock, TX  

Resident Eligibility, Selection and Appointment Policy

Eligibility  
Eligible candidates for a residency position include graduates of accredited medical and osteopathic schools in the United States as well as graduates of medical schools outside of the United States who have valid ECFMG certification or have completed a Fifth Pathway program in an LCME accredited medical school. Candidates must meet all requirements set forth by the Texas Tech University Health Sciences Center policies and procedures for Graduate Medical Education (see appointment criteria pg. 33, I, a-f) All entry level (interns) applicants must apply through ERAS. All applicants must apply through the ERAS system and submit the following:

- Updated curriculum vitae
- Personal Statement
- Three letters of recommendation
- USMLE Step 1 scores
- Dean’s Letter
- ECFMG certificate (if indicated)
- Medical school transcript.
- ERAS Application

Applications through ERAS are accepted from September 1st through December 1st.

Candidates for advanced position (PGY 2 – PGY 4) apply directly to the program with the same supporting documents as entry level applicants.

Selection Process  
The Program Director in conjunction with the Assistant Program Directors and other faculty review every application and selects candidates for interviews. Selection is solely made on academic qualifications based on medical school performance, USMLE scores, recommendations, personal statement, research experience and publications. Applicants professional attitude and work ethics are assessed based on letters of recommendation and Dean’s letter and those in addition to USMLE scores are given high importance.

Interviews take place between early November and the end of January. Interviews last two days and each applicant is interviewed by at least 2 faculty members and 1 chief residents. Written evaluations are filled out by each interviewer.
In the case of entry level applicants, a meeting is held by the attendings at the end of the last interview and all of the applicants are discussed. During that meeting, the group comes to a consensus on a final rank-order list for the match.

In the case of a resident transferring into the program, the attendings will meet and discuss the applicants and make a final decision on hiring.

In the event of an open position after the match, a resident is sought through the “scramble” process. The Program Director, tries to seek input from other attendings but has authority to make a final decision on an applicant in those circumstances.

**Appointments**

After the applicant has been chosen through one of the above processes and further verification through the Graduate Medical Education office that he/she has met all institutional requirements, the applicants will be sent a contract for signature and is expected to sign and return this in a timely manner. In the case of a resident transferring from another program, it is the Program Director’s responsibility before offer of employment, to contact their referring Program Director, Chairman and other appropriate references to assess the educational qualifications of the resident to enter at the proposed level. A final documentation of evaluation and satisfactory completion of the training year(s) must be obtained from the referring program before clinical duties begin.

Appointments are made for a one year term with renewal of appointment based on satisfactory performance by the resident.