

ERAS/NRMP update

Below are items discussed at the recent CNPD meeting concerning the match. Accuracy was confirmed by ERAS and NRMP staff.

ERAS (for help email erashelp@aamc.org):

1. Best to install the workstation on your server and offer access to those who need it. If you installed the PDWS on the C:/ drives of more than one desktop in your program, the post office may not reliably send data to your location, making it appear as if you have not received all that has been sent to you. If you want to back out of the installation on your C:/ drive and move it to a server for greater access, call the ERAS helpdesk for assistance.
2. Tools/ERAS filter- all data fields in this grouping default to not available, meaning the data will be screened from review (birthdate, birth place, felony convictions, gender, citizenship, limitations, race/ethnicity, SSN, visa) unless you proactively request in the PDWS that is to be displayed. The applicant's picture has an extra layer of protection in that even if you change the default to make the photo visible during application review, the PDWS will not allow you to view or print the photo until you have updated the applicant's status to "invited to interview", "scheduled to interview", or "selected for ranking". This is consistent with last year with the SFmatch. If you want to change to getting the picture up-front, you may want to ask for your institutional policy about this.
3. Filter/Sort- you can sort by such things as board scores, schools, applications that are incomplete, etc. Take a look at your options.
4. The MSPE (previously the "Dean's letter") will be available to download to you on **November 1, 2006**.
5. Local data- you can attach local data, documents etc to your applicant files. However, only the core data sent to you from ERAS is available if your computer should crash and you would lose your files. Keep a paper copy of other data or work with your IT folks to ensure that your data is backed up elsewhere on a regular basis (preferably nightly during the season). The ERAS program does not have access to ranking information or attached data you add to your local workstation applications.
6. Suspicious behavior or applications- if you think something suspicious is going on with an application, report to erasinvestigation@aamc.org and they will look into it.

NRMP (website www.nrmp.org):

1. Edit your program's quota before **January 31, 2007**. The quota is the number of spots you wish to fill in the match. You will not be able to change your quota afterward January 31. You must offer positions to US seniors only through the NRMP. You may offer positions to other applicants outside of the match, although we hope you will offer all of your open positions within the match for consistency, value to the applicants, fairness, and to keep our match data accurate.
2. If training in the PGY-1 year is under your control, your program is categorical and you will match your applicants directly into your program for the PGY-1 year for their 4 years of training. If the PGY-1 training is not under your control, your applicants will match into your program for the PGY-2 year and into a preliminary program for the PGY-1 year. Discuss with your medicine preliminary program how you will rank applicants. There are 3 options:
 1. Link your 3-year advanced program with a preliminary medicine/neurology track created by the medicine program director. Applicants who match to your advanced program (adult neurology) will match to the preliminary medicine/neurology track if they rank it first and the prelim program ranks the applicant within its quota.

2. Offer applicants the option to rank your institution's general preliminary medicine program. If the applicant ranks the preliminary medicine program first and the program ranks the applicant within its quota, the applicant will match to the program.
3. Offer applicants the option to obtain their preliminary training at another institution.

Note that applicants who place advanced programs on their rank order lists will automatically be given the option to create supplemental rank order lists for preliminary training. Each advanced program on their rank list can have a different supplemental list. The preliminary program in your institution or in another institution will be placed on the applicant's supplemental rank order list.

3. You must set up a joint advanced-preliminary program (option 1 above) before **January 15, 2007**, when the ranking function opens. No joint advanced-preliminary programs can be created after that time.

4. Applicants may be participating in the match as a couple, but that fact should not influence how you rank them. The applicants will link their rank order lists so that the match considers their programs in pairs and they will match into the highest ranked pair of programs where both applicants are offered positions.

5. Your rank order list must be finalized by **February 21, 2007 at 9PM EST**. The computer access will shut off at this time and you will not be able to finish your session. **DON'T FORGET TO CERTIFY YOUR RANK ORDER LIST!**

6. You can't contact your matched applicants until Thursday of Match Week, after 1PM Eastern Time to allow for the scramble and Match Day ceremonies.

7. You have the option to search the NRMP match history of any applicant who may have applied to programs in earlier years. This is useful for applicants who are not US seniors.

8. We will receive match statistics from the NRMP after the match similar to those we received from the SFmatch. You will continue to receive the information as to where your ranked applicants ended up.

9. If you have questions, contact the NRMP Help Desk at 1-866-617-5837 or at nrmp@aamc.org. Also, many of your questions will be answered by the User Guide posted to www.nrmp.org.

I hope this information is helpful.

Sincerely,

Joel Morgenlander, MD
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