AMERICAN OSTEOPATHIC ASSOCIATION

INTERN/RESIDENT REGISTRATION PROGRAM

CHECKLIST FOR REGISTERING YOUR INSTITUTION AND PROGRAMS
FOR POSITIONS BEGINNING IN 2019

☐ Review all accompanying materials:

- Memorandum of Instructions and Appendix
- Institution Agreement
- Schedule of Dates
- Form for adding additional programs

☐ The DME of the institution must complete the online institution registration process.

- Set up your account in the NMS Match System.
- Verify the contact information for your institution and make corrections if necessary.
- Provide information about each program to be offered in the AOA Match, including the number of positions to be filled in each program.
- Accept the Institution Agreement.

☐ Following completion of the institution registration process, NMS will send to you by e-mail a confirmation of the information on file for your program(s). The confirmation will include the 5-digit Match Code Number and program description for each program offered in the AOA Match. You should provide the Match Code Number for each program to your applicants.

☐ If there are any **new** programs to add that are not already included in the online system, use the accompanying form titled "Additional Programs to be Offered in the AOA Match for Positions Beginning in 2019" to send information about the program(s) to NMS. NMS will add the program(s) to the online system.

☐ By the end of November, you will receive instructions for preparing and submitting Rank Order Lists and for obtaining Match results.

- You must submit your Rank Order List information by January 18, 2019 for each program offered in the Match.
- Match results will be available on February 4, 2019.

Note: You should read all the materials provided by National Matching Services Inc. to ensure you understand all procedures and deadlines. If you have any questions, please contact National Matching Services Inc. directly.

American Osteopathic Association
Intern/Resident Registration Program
© National Matching Services Inc., 2018. All rights reserved

National Matching Services Inc.
20 Holly Street, Suite 301
Toronto, Ontario Canada M4S 3B1

Telephone: (800) 461-6322
Fax: (844) 977-0555

INTERN/RESIDENT REGISTRATION PROGRAM

TO: Directors of Medical Education

FROM: National Matching Services Inc.

RE: Instructions for Registering Your Institution and Program(s) for the
               AOA Match for Positions That Begin Training in 2019

DATE: July 1, 2018

> Use the link provided in the registration e-mail to complete the online registration process for your institution and programs.
>
> The registration process should be completed by **August 31, 2018**.

All AOA-accredited programs that intend to offer contracts for first year Osteopathic Graduate Medical Education (OGME-1) positions beginning in 2019, or for OGME-2 Dermatology or Preventive Medicine-Public Health positions beginning in 2019, must participate in the AOA Intern/Resident Registration Program ("the Match"). National Matching Services Inc. (NMS) administers the Match on behalf of the AOA.

This memorandum and the accompanying material provide information about the AOA Match and how to register your institution and programs to participate. You must complete the online registration process by August 31, 2018.

PROGRAMS AND POSITIONS OFFERED IN THE AOA MATCH

To be eligible to register for and participate in the AOA Match, a program must be currently accredited by the AOA. In addition to AOA accreditation, programs must meet the 2019 AOA Match eligibility criteria described in the AOA's Section X policy regarding program accreditation during the transition to a single accreditation system.

Programs accredited only by the ACGME are not eligible to participate in the AOA Match, even if they have gained osteopathic recognition from the ACGME. AOA-accredited fellowship or sub-specialty programs do not participate in the AOA Match.

Questions regarding the eligibility of any program to participate in the 2019 AOA Match should be directed to the AOA at singlegme@osteopathic.org.

The programs offered in the Match can be classified into three types:

- **Traditional Rotating Internship**: one-year training in an OGME-1 internship, commencing in July 2019.

- **OGME-1 Residency**: multi-year training in a specialty, starting with OGME-1 training in July 2019.

- **OGME-2 Residency**: multi-year training that begins with OGME-2 training in 2019. Students must have successfully completed separate OGME-1 training before beginning OGME-2 training in 2019.

All specialty types, other than Dermatology and Preventive Medicine-Public Health, offer their positions in the Match as OGME-1 Residency programs. Dermatology residencies may choose to offer OGME-1 Residency

---

American Osteopathic Association
Intern/Resident Registration Program
© National Matching Services Inc., 2018. All rights reserved

National Matching Services Inc.
20 Holly Street, Suite 301
Toronto, Ontario Canada M4S 3B1

Telephone: (800) 461-6322
Fax: (844) 977-0555

positions and/or OGME-2 Residency positions, and these will be separate program types in the Match. Preventive Medicine-Public Health programs offer positions as OGME-2 Residencies.

More detailed information on the program types and positions offered in the 2019 AOA Match is provided in the Appendix, including information for programs that will offer some positions in the AOA Match and some positions in the NRMP® Match. (NRMP is a registered trademark of National Resident Matching Program)

The list of program(s) that your institution registers for the 2019 AOA Match at this time should be as complete as possible. By the end of October, a list of programs that will be offered in the AOA Match will be provided to applicants on the AOA Match web site at natmatch.com/aoairp. The list will show the unique 5-digit Match Code Number that applicants use to identify each program on the their Rank Order Lists.

You should ensure that each applicant to your institution is aware of and understands the various types of programs being offered by your institution in the AOA Match. You should also clarify with each applicant which program(s) the applicant is interested in, and the appropriate 5-digit Match Code Number(s) to be used on the applicant's Rank Order List.

REGISTRATION INSTRUCTIONS

The online registration process **must be completed by the Director of Medical Education** of the institution. Use the link provided in the AOA Match registration e-mail sent to the DME to start the registration process for your institution. The online registration process has 3 steps:

a) Set Up Your Account
b) Submit Institution and Program Information
c) Accept the Institution Agreement

a) Set Up Your Account

The first step in the registration process is to set up your NMS Match System account and connect the institution and its programs to your account.

1. **Click on the online registration link** in the e-mail sent to the DME. If the registration e-mail was sent to someone other than the DME, the e-mail should be forwarded to the DME, who must complete the registration process. Each institution has a unique link. DMEs responsible for more than one institution will receive separate e-mails for each institution, and must use the unique link provided in each e-mail to connect that institution to their account.

2. **Enter the e-mail address of the DME**. The e-mail address you enter will uniquely identify your account and will be your username in the NMS Match System. If the e-mail address entered is different from the one pre-populated in the NMS Match System, or if an NMS Match System account already exists with that e-mail address, you will need to follow the onscreen instructions to confirm ownership of the e-mail address before continuing.

3. **Provide a password and complete the security questions for your account.**

Please note that account information is not carried over from previous years. Each DME will need to set up a new account for the 2019 Match.

Once these steps are completed, your NMS Match System account will be set up and the institution will be connected to your account. If you quit the registration process before it is completed, you can **Log In** to the NMS Match System at another time to complete the registration process for the institution.

If you are responsible for more than one institution, you can set up one account that will be used for all your institutions. The same e-mail, password and security questions will apply to all the institutions associated with your account.

All communication related to the Match, including Match results, will be sent to the one e-mail address in the NMS Match System connected to each institution. If communications with the Match should be sent to someone other than the DME, the e-mail address for the institution can be changed after the registration has been completed.

PLEASE NOTE: To ensure that e-mails from NMS about the Match are not inadvertently directed to your "Spam" or "Junk Mail" folders, please whitelist all e-mail sent from aoairp@natmatch.com, support@natmatch.com, matchinfo@natmatch.com and/or any other address with the domain @natmatch.com. The Match web site provides specific information on the IPs and e-mail addresses that should be whitelisted in your e-mail system.

b) Submit Institution and Program Information

The **Institution and Program Information page** is where the DME submits information about the institution and its programs that will participate in the Match.

Contact Information: Information on file at NMS will be pre-populated on the page. If any of the contact information is incorrect, or is not pre-populated on the page, please update that information accordingly.

Program(s) Offered: You must provide information about the program(s) and positions to be offered by your institution in the 2019 AOA Match.

The program information section is pre-populated based on information on file at NMS for program(s) offered by your institution in the previous 2018 Match. The program information has also been modified based on current information provided to NMS by the AOA on programs eligible to participate in the 2019 Match. For example:

• Any AOA-accredited internship or residency program that is eligible to register for the 2019 Match, but was not active in the last Match, has been included in the list of programs. If you intend to offer the program in the 2019 Match, you must indicate the expected number of positions to be filled in the program. If you do not intend to offer the program in the 2019 Match, you should delete the program from the list of programs to be offered, as described below.

• If the AOA informed NMS that a program offered in the 2018 Match is no longer available or is ineligible to register for the 2019 Match, the program has been omitted from the list of programs. If a program that you wish to offer in the 2019 Match does not appear in the list of programs, follow the instructions provided below to request that the program be added into the 2019 Match.

Please review the pre-populated program information carefully. You may edit the information if necessary, as described below.

Positions Available: All OGME-1 internship and residency positions, and all OGME-2 Dermatology and Preventive Medicine-Public Health residency positions, that begin training in 2019 must be offered through the Match. **You must verify or provide the number of positions to be filled in 2019 for each program you intend to offer in the AOA Match.** You may change the number of positions to be filled, if necessary, at any time up to the Rank Order List deadline for the Match. Only the number of available positions to be filled in 2019 should be listed in the Match (**not** the total number of approved positions for all years of training in a residency program).

Program Description: Each program offered by your institution in the Match is identified by a program description that indicates the type of program or specialty - e.g., Traditional Rotating Internship, Internal Medicine, Family Medicine, etc. In some cases, the program description should also include additional information, for example:

• **Dermatology**: Positions in Dermatology residencies may be offered in the Match in two separate program types, one that starts OGME-1 training in 2019 and the other that starts OGME-2 training in 2019. Each Dermatology program registered for the Match must include as part of the program description an indication of which type of position is being offered, so that it can be ranked by appropriate applicants - e.g., Dermatology-OGME-1 in 2019, Dermatology-OGME-2 in 2019.

- **Option 2 Programs**: If your institution offers an Option 2 specialty program where the OGME-1 Preliminary training will take place at a different institution than the specialty training that starts in the second postdoctoral year, the program should be registered by the institution providing the specialty training. However, the name of the institution providing the OGME-1 training should be added to the program description, after the program type - e.g., Physical Medicine-OGME-1 @ Oshkosh Hospital.

- **Multiple Tracks**: In some cases a program may offer more than one track, such as positions at different locations, which applicants should be able to rank separately and for which you wish to submit separate Rank Order Lists. These distinct tracks can be offered as separate programs in the Match. Each program description must start with the program type, but must include additional information to uniquely and clearly distinguish that program from any other program offered by your institution - e.g., Internal Medicine-Location 1, Internal Medicine-Location 2.

Program descriptions can be a maximum of 50 characters including spaces between words. Please note that any program description you enter or modify must still indicate the program type (abbreviated if necessary) as the first part of the program description; additional information to uniquely identify each program should be added at the end of the program description.

Deleting a program: If a program listed on the page will not be offering positions beginning in 2019 in the AOA Match, you should delete the program. Note that every institution registered for the Match must have at least one program. You will not be able to delete a program if it is the only one listed for the institution. If your institution will not be offering any programs or positions in the 2019 AOA Match, do not complete the registration process; instead, use the link in the registration e-mail sent to your institution to indicate the institution will not be participating in the 2019 Match.

Adding a program: The list of programs shown in the system includes all programs that the AOA has indicated are eligible to register for the 2019 Match. You cannot add a program during the institution registration process. If you wish to add a program into the Match that does not appear in the system, you must first complete the institution registration process for the programs that are in the system, and then submit a request form to NMS to add the program, as described in a later section of this document.

Once all the information on the Institution and Program Information page has been entered correctly, select the button to **Continue**.

c) Accept the Institution Agreement

The final step in the registration process is to accept the Institution Agreement. A copy of the Agreement accompanies these instructions. Read the Agreement carefully, as your institution and program(s) will be committed to abide by the Agreement once the institution is registered to participate in the Match. When you accept the Agreement online, the institution will be registered for the Match.

REGISTRATION CONFIRMATION

After the online registration process is complete, you will receive a confirmation by e-mail. The confirmation will include the Code Number(s) and program description(s) for each of your program(s) registered for the AOA Match. You should provide the program Code Number(s) to each of your applicants.

ADDING A PROGRAM INTO THE MATCH AFTER REGISTRATION

There may be circumstances in which you wish to add a program into the Match, such as a program that has recently become eligible to participate, a program that was incorrectly omitted from the system prior to registration, a program that is an additional track for a residency, or a program that was deleted when the institution was first registered but will now be offered in the 2019 Match.

To add a program into the Match that is not in the NMS Match System, you must submit a request in writing to NMS, using the accompanying form titled "Additional Programs to be Offered in the AOA Match for Positions Beginning in 2019".

Please identify your institution clearly on the form by printing or typing the name of your institution, city and state, institution code number for the AOA Match, and DME name.

The information to be provided for each program to be added must include the appropriate 6 digit-AOA Program Number(s) to properly identify the program:
- For a Traditional Rotating Internship, provide only the 6-digit AOA Internship Program Number
- For an Option 1 or Option 3 residency, provide only the 6-digit AOA Residency Program Number
- For an Option 2 residency, provide both the 6-digit AOA Internship Program Number for the OGME-1 Preliminary year position and the 6-digit AOA Residency Program Number for the residency program. If the institutions are different, also provide the name of the institution where the OGME-1 Preliminary training will take place.

If you do not know the AOA Program Number(s) for an internship or residency program, you should obtain this information from the AOA Opportunities database available on the AOA web site (opportunities.osteopathic.org). Alternatively, you may contact the AOA directly.

The form must be signed and dated by the DME, and can be submitted to NMS as a scanned e-mail attachment sent to aoairp@natmatch.com or by fax to 844-977-0555. After confirming the eligibility of the program to participate in the 2019 Match, NMS will add the program and send you a confirmation by e-mail showing the new Code Number and program description to be used in the AOA Match for the added program.

SPECIAL NOTE: TELECONFERENCE INTERVIEWS

The AOA encourages programs to evaluate the implementation of teleconferencing for GME interviewing in order to allow for equal access to applicants regardless of socioeconomic status.

ADDITIONAL INFORMATION

Information about the Match can be found at **natmatch.com/aoairp**. The information available on the web site includes: a description of the operation of the Match; the detailed schedule of dates; and, an explanation of the matching algorithm. The web site also provides an online registration system for applicants who wish to register for the Match.

Additional information will be added to the web site in the future as this information becomes available, including lists of programs and applicants registered to participate in the Match, instructions for preparing and submitting Rank Order Lists and obtaining Match results, individual applicant and institution Match results, lists of unmatched applicants, etc. In addition, applicants and programs will be required to enter their Rank Order Lists for the Match via the Match web site.

If you have any questions regarding the Match, please contact NMS as indicated below:

E-mail: aoairp@natmatch.com National Matching Services Inc.
Telephone: (800) 461-6322 20 Holly Street, Suite 301
Fax: (844) 977-0555 Toronto, Ontario Canada M4S 3B1

Thank you for your cooperation.

APPENDIX - PROGRAMS AND POSITIONS OFFERED IN THE MATCH

a) Eligibility

To be eligible to register for and participate in the AOA Match, a program must be currently accredited by the AOA. In addition to AOA accreditation, programs must meet the 2019 AOA Match eligibility criteria described in the AOA's Section X policy regarding program accreditation during the transition to a single accreditation system.

Programs accredited only by the ACGME are not eligible to participate in the AOA Match, even if they have gained osteopathic recognition from the ACGME. AOA-accredited fellowship or sub-specialty programs do not participate in the AOA Match.

Questions regarding the eligibility of any program to participate in the 2019 AOA Match should be directed to the AOA at singlegme@osteopathic.org.

b) Program Types Offered in the Match

All programs that offer OGME-1 training beginning in 2019, as well as all Dermatology and Preventive Medicine-Public Health programs that offer OGME-2 training beginning in 2019, must offer their OGME positions to students through the AOA Match. The programs offered in the Match can be classified into three types:

- **Traditional Rotating Internship**: These programs involve a one-year commitment between the student and the institution for an OGME-1 internship position only, commencing in July 2019. These positions will be of interest to students who subsequently wish to pursue a specialty program that starts specialty training in the second postdoctoral year, students who are undecided on future plans, or students who are planning on entering ACGME training after OGME-1.

- **OGME-1 Residency**: These programs involve a multi-year commitment starting in OGME-1 between the student and the institution for training in a specialty. These programs combine both an OGME-1 position commencing in July 2019 followed by continued training in a residency position in the second postdoctoral year. (Note: the trainee must successfully complete OGME-1 training in order to continue into the second year position.)

- **OGME-2 Residency**: These programs involve multi-year training that begins with OGME-2 training in 2019. Students must have successfully completed separate OGME-1 training before beginning OGME-2 training in 2019. Applicants attempting to match to an OGME-2 position that starts training in 2019 must have already completed, or be in the process of completing, their OGME-1 training when they rank these programs in the AOA Match. Only Dermatology and Preventive Medicine-Public Health residency programs may participate in the AOA Match as OGME-2 residencies, as outlined below.

For most AOA-accredited residency programs (Option 1 specialties), the OGME-1 year is an integral part of the residency, and is considered the first year of specialty training. These programs participate in the Match as OGME-1 Residencies, and students match directly into the specialty residency program. However, the following special cases should be noted:

- **Diagnostic Radiology, Neuromusculoskeletal Medicine and OMT, Ophthalmology, Physical Medicine and Rehabilitation, Pathology and Radiation Oncology (Option 2 Specialties):** For these specialties, the OGME-1 year consists of a prerequisite Preliminary year of training providing a designated curriculum for the specialty, but no specialty training credit is given for the OGME-1 year. The residency programs in these specialties must arrange for the prerequisite OGME-1 year for their students prior to the Match, so that the OGME-1 Preliminary year and the specialty residency training starting in the second postdoctoral year will be combined and offered together, as a single program with a unique Code Number in the Match. As a result, these programs also participate in the Match as OGME-1 Residencies. Students will match to one program that incorporates both the specialty residency program and the prerequisite OGME-1 Preliminary year.

In some cases, a program could include an OGME-1 Preliminary year at a different institution that is affiliated with the institution offering the specialty residency. In this case, the program must be registered in the Match by the institution that offers the specialty residency training, but the institution that provides the OGME-1 training must be identified in the program description submitted when the program is registered for the Match. All communications regarding the Match will be between NMS and the DME at the institution where the residency training will occur. That DME will be responsible for submitting the Rank Order List for the program to the Match, and the results of the Match will be communicated to that DME.

- **Preventive Medicine-Public Health (Option 3 specialty):** This specialty requires completion of a separate OGME-1 traditional rotating internship prior to beginning the residency program. Programs in this specialty participate in the Match as OGME-2 Residencies. Students interested in obtaining an OGME-2 position in this specialty through the Match must currently be in or have already completed OGME-1 training.

- **Dermatology:** Dermatology programs have the option of offering positions that start training in OGME-1 and/or positions that start training in OGME-2. Therefore, two different types of Dermatology programs may be offered in the Match:
  - OGME-1 Residency: The applicant will match to one program that provides OGME-1 training in 2019, followed by training in Dermatology in the second postdoctoral year starting in 2020. The residency program must make arrangements for the OGME-1 training of its students.
  - OGME-2 Residency: The applicant will match to a program that starts OGME-2 training in 2019. Applicants to OGME-2 Dermatology positions must currently be in or have already completed OGME-1 training when ranking these positions.

  The program description submitted for a Dermatology program when it registers for the Match will need to indicate whether the positions being offered are for OGME-1 training starting in 2019 or OGME-2 training starting in 2019. If a Dermatology program wishes to offer both types of positions in the Match, it will need to be registered as two separate programs with separate Match Code Numbers, one that starts OGME-1 training in 2019 and one that starts OGME-2 training in 2019.

The list of program(s) that your institution registers for the 2019 AOA Match at this time should be as complete as possible. By the end of October, a list of programs that will be offered in the AOA Match will be provided to applicants on the AOA Match web site at natmatch.com/aoairp. This list will show the unique 5-digit Match Code Number that applicants will use to identify each program on their Rank Order Lists.

You should ensure that each applicant to your institution is aware of and understands the various types of programs being offered by your institution in the AOA Match. You should also clarify with each applicant which program(s) the applicant is interested in, and the appropriate 5-digit Match Code Number(s) to be used on the applicant's Rank Order List.

The matching process recognizes only **exact** matches between applicants and specific **programs**. If an applicant and institution wish to rank each other on their Rank Order Lists, but (for example) the applicant ranks a code number that represents a traditional rotating internship while the institution ranks the applicant only on a Rank Order List for a family medicine residency, **a match will not occur**.

c) Positions in the Match

All OGME-1 internship and residency positions, and all OGME-2 Dermatology and Preventive Medicine-Public Health residency positions, that begin training in 2019 must be offered through the Match. Please register with the best estimate available of the number of positions for each program to be offered in the 2019 AOA Match by your institution. **These numbers can be adjusted until the deadline for submitting Rank Order Lists (January 18, 2019)**.

Note: The number of positions to be listed in the AOA Match for a residency program is the number of positions to start training in 2019 only, **not** the total number of approved positions in all years of training in the residency. For example, a residency program that involves 3 years of training and is approved for a total of 12 positions, may only wish to recruit 4 students to start OGME-1 training in 2019; in this case, the number of available positions to be listed in the Match by this program will be 4 (not 12).

d) Programs Participating in Both the AOA and NRMP® Matches

Programs that are dually accredited by both the AOA and the ACGME may offer positions in both the AOA Match and the NRMP® Match. When these programs register for each Match, they should provide their best estimate of the number of positions that will be offered in each Match. Although the program can register some positions in each Match, it should **not** register the same positions simultaneously in both Matches. The number of positions registered in the AOA Match plus the number of positions registered in the NRMP® Match should not exceed the total number of positions available in the program to be filled in 2019 in both Matches.

The number of positions to be offered in the AOA Match can be adjusted at any time up to the deadline for submitting Rank Order Lists for the AOA Match (January 18, 2019). The AOA Match results will be announced on February 4, 2019, which is before the February 20, 2019 deadline for submitting final rankings for the NRMP® Match. Although the NRMP® has a stated deadline of January 31, 2019 for programs to make changes to the number of positions offered in the NRMP® Match, an exception may be requested for programs jointly registered in both the AOA and NRMP® Matches. Programs that wish to increase the number of positions offered in the NRMP® Match based on the number of positions filled in the AOA Match will be permitted to do so if they contact the NRMP® as soon as possible after the AOA Match results are released, and **no later than February 11, 2019,** to request an exemption from the NRMP® deadline for changing the number of positions offered. Note that after January 31 the NRMP® will only allow programs to increase the number of positions; quota reductions will not be allowed.

For example, a dually-accredited program with 10 positions might initially register with 5 positions in the AOA Match and 5 positions in the NRMP® Match. Prior to the Rank Order List deadline for the AOA Match, the program could change this allocation to offer more or fewer positions in the AOA Match, and at the same time adjust the number of positions in the NRMP® Match so that the total number of positions offered in both Matches remains 10. If the program offers 5 positions in the AOA Match, but only 4 positions are filled and 1 position remains unfilled, the program can contact the NRMP® on or after February 4 (when the AOA Match results are released), and no later than February 11, to increase the number of positions to be offered in the NRMP® Match from 5 to 6. The program can also adjust its rankings of applicants for the NRMP® Match, if it wishes to do so, prior to the NRMP® Rank Order List deadline of February 20, 2019.

NRMP is a registered trademark of National Resident Matching Program

e) Special Note: Teleconference Interviews

The AOA encourages programs to evaluate the implementation of teleconferencing for GME interviewing in order to allow for equal access to applicants regardless of socioeconomic status.

INTERN/RESIDENT REGISTRATION PROGRAM

Additional Programs to be Offered in the AOA Match for Positions Beginning in 2019

Institution Name: _____

City: _____   State: _____

Institution Code Number (first 3 digits of a program's Match Code Number): _____

Name of DME: _____

Provide below information on each program that your institution wishes to add to the AOA Match that is **not** already included in the NMS Match System. For each program, you must provide the program type, the number of positions to be offered in the Match, and the appropriate AOA Program Number(s), as described below. The 5-digit Match Code Number will be assigned to each program **by NMS**.

Please sign and date this form and return it to NMS <u>as soon as possible</u>, either by scanned e-mail attachment to aoairp@natmatch.com or by fax to 844-977-0555. Forms received at NMS after the deadline for submitting Rank Order Lists will not be accepted.

AOA Program Numbers: The 6-digit AOA Internship and Residency Program Numbers requested below are required to add the AOA-accredited internship and/or residency program(s). They are for internal validation and reporting purposes only, and should not be communicated to applicants. **Only the 5-digit Match Code Number assigned by NMS to each program will be used on applicant Rank Order Lists for purposes of the Match.** You must provide below the following AOA Program Numbers for each program:
- For a traditional rotating internship: the AOA Internship Program Number <u>only</u>
- For an Option 1 specialty residency: the AOA Residency Program Number <u>only</u>
- For an Option 2 specialty residency: <u>both</u> the AOA Internship Program Number for the affiliated OGME-1 Preliminary position(s) and the AOA Residency Program Number for the residency position(s) that start training in the second year
- For OGME-2 Dermatology and Preventive Medicine-Public Health residency: the AOA Residency Program Number <u>only</u>

If you do not know the 6-digit AOA Internship Program Number or 6-digit AOA Residency Program Number, you should obtain this information from the AOA Opportunities database (opportunities.osteopathic.org), or directly from the AOA.

Note: For Option 2 specialty residencies, if the internship and residency positions are at different institutions, this form must be completed and submitted by the institution that offers the residency positions; however, you must also provide the name of the institution where the OGME-1 Preliminary position(s) are located and the correct AOA Internship Program Number for that institution.

Match Code Number (will be assigned by NMS)	Program Type (e.g., traditional rotating internship, family medicine residency, etc.)	Positions Available **	AOA Internship Program Number (6 digits)	AOA Residency Program Number (6 digits)

** **Please note:** Since the Match places applicants into positions for training in 2019, the number of positions to be listed in the Match for a residency program is the number of positions to start training in 2019 only (**not** the total number of approved positions in all years of training in the residency). For example, an Option 1 residency program that involves 3 years of training and is approved for a total of 12 positions, may only wish to recruit 4 students to start training in 2019; in this case, the number of available positions to be listed in the Match by this program will be 4 (not 12).

Signature of DME: _____   Date: _____   Page ____ of _____