



# Commonwealth of Massachusetts Board of Registration in Medicine

Ten West Street  
Boston, Massachusetts 02111

(617) 727-3086

RALPH A. DETERLING, JR., M.D.  
CHAIRMAN

BARBARA NEUMAN  
EXECUTIVE DIRECTOR

An Agency within the Executive Office of Consumer Affairs and Business Regulation

## **GUIDELINES FOR APPROVING INDIVIDUALIZED TRAINING PROGRAMS FOR REFUGEE APPLICANTS UNDER 243 CMR 2.03(2)(A)(II)**

### **PURPOSE**

These Guidelines, having been adopted by the Board of Registration in Medicine upon recommendation of its Advisory Panel on Refugee Physicians, are intended for use by the Advisory Panel members (Sub-Panel) when a request for review of a proposed Individualized Training Program has been submitted by a refugee applicant. It is expected that prior to referral of such requests, the applicant's Limited License application would have been initially reviewed by the Board staff. Also, a description of the proposed Individualized Training Program, along with letters of support from the proposed preceptor, or supervisor, and from the sponsoring hospital or clinic will have been received by the Board staff. These guidelines should be read in conjunction with the applicable law and regulations, G.L. ch. 112, sections 2 and 9, and 243 CMR 2.03.

Copies of all material will be submitted simultaneously by the Board staff to the Advisory Panel members (Sub-Panel) for review and comment, and, for information purposes, to the Licensing Committee of the Board.

### **PROCESS**

The Board of Registration in Medicine may authorize the Licensing Committee to appoint a Sub-Panel of one to three members of the Advisory Panel on Refugee Physicians to review complete, written applications from refugee physicians for enrollment in Individualized Training

---

#### *Members of the Board*

Andrew G. Bodnar, M.D. J.D.  
*Vice Chairman*

Louise Liang, M.D.  
*Secretary*

Marian J. Ego, J.D., Ed.D.  
*Public Member*

Marilyn Griffin, M.D.  
*Physician Member*

Melinda Milberg, Esq.  
*Public Member*

Russell J. Rowell, M.D.  
*Physician Member*

Programs and to submit recommendations as to the appropriateness and adequacy of the proposed programs. Before being considered, an applicant must have passed the examination of the ECFMG.

The Sub-Panel shall consider each applicant's medical education, post-graduate training, and clinical experiences through review of documentation and letters of recommendations from appropriate individuals, and by personal interviews. If appropriate, the Sub-Panel will also observe directly an applicant's clinical competency or receive a report based on prior approved clinical competency testing.

The Sub-Panel will review the proposed Individualized Training Program, to include analysis of training goals, training site, related training programs, level of supervision, evaluation methodologies and range of clinical experiences.

The Sub-Panel will then submit a written recommendation to the Board of Registration, through the Board's Licensing Committee, indicating whether an applicant should participate in an Individualized Training Program, if such training should be for one or two years, and if the proposed program should be accepted. The applicant's Limited License application will be processed to include the Sub-Panel's recommendations. Participation in an Individualized Training Program is contingent upon receiving a Limited License. The Board-approved Individualized Training Program is accepted as a substitute for an applicant's appointment to an ACGME-approved residency program.

## CRITERIA

A proposed Individualized Training Program shall follow these minimum criteria:

1. Individualized Training Programs shall be located in a hospital or clinic which sponsors or is affiliated with one or more ACGME-approved residency programs, appropriate to the applicant's previous training and/or future training goals.
2. The preceptor, or supervisor, must hold a faculty appointment at a Massachusetts medical school, have a Full Massachusetts License, and have current experience in teaching medical students or residents.
3. The proposed preceptorship plan must emphasize fundamental clinical education in a broad-based, well balanced curriculum appropriate to the applicant's previous training/education and further training goals.
4. There must be a detailed system for periodic, written evaluations, for the preceptor and the Sub-Panel, consistent with evaluation systems in place for the affiliated residency programs; quarterly summary evaluation reports will be submitted to the Board. The Board may request additional, specific information from the preceptor.
5. The preceptor will be obligated to recommend whether the refugee physician; a) should be considered for a Full License (with or without restrictions), b) should not be considered for a Full License, or c) should participate in further training before being considered for a Full License. The Board may require additional standards.

## DOCUMENTATION

A form for describing the basic components of a proposed Individualized Training Program, indicating adherence to the above listed criteria, will be provided by the Board of Registration. This form will be signed by the applicant, the preceptor, and a hospital/clinic official.

A standard certificate of completion will also be provided by the hospital or clinic.

(Approved by Board vote of July 9, 1986)