

OMAN MEDICAL SPECIALTY BOARD



ADMISSION AND REGISTRATION SECTION

Policy Title	Application and Registration for Training in OMSB Residency/Fellowship Program		
Policy Number	1		
Functional Field	Trainee Education		
Related Policies	<ul style="list-style-type: none"> • Transfer between Residency Programs and from Residency to General Foundation Program (Policy No.2) • Interruption from training in Residency/Fellowship Program (Policy No.3) • Withdrawal from Residency/Fellowship (Policy No.4) 		
Responsibility of	Trainees Affairs Department		
Status	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> In-revision	<input type="checkbox"/> Proposed
	Draft #		Draft # 1
Approved By	Board of Trustees		
Effective Date	14 November 2021		

Revision History			
Number	Date	By	Main Changes
Revision # 1			
Revision # 2			

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1. Policy Title

Application and Registration for Training in OMSB Residency/Fellowship Program

2. Definitions and Abbreviations

ARS : Admission and Registration Section

3. Policy Statement

This policy provides the necessary steps for an applicant who wishes to join an OMSB Residency/Fellowship Program as per the processes applied by ARS.

4. Purpose/ Reasons for Policy

4.1. Reason of the policy:

It is made to be a regulatory part to implement the OMSB Training Bylaw and to cope with the ACGME-I Institutional Requirements.

4.2. Purpose of the policy:

It is aimed for explaining the process of application and registration for training in OMSB residency/fellowship programs.

5. Scope of Application

5.1. This policy applies to all applicants who wish to join local Residency/Fellowship Programs offered by OMSB.

5.2. For the applicants who wish to join an OMSB residency program with residency training years achieved abroad, Attachment (1) applies.

6. The Unit Responsible of the Policy:

Trainee Affairs Department at OMSB, and it is responsible for developing, overseeing, reviewing and updating this policy. The authority concerned must be notified before any updates or changes to this policy.

7. Approval Body

Board of Trustees

8. Procedures:

- 8.1.The physician may apply for an OMSB residency program as per the requirements in Article (15) of the OMSB Training Bylaw.
- 8.2.The physician may apply for an OMSB Fellowship program as per the requirements in Article (16) of the OMSB Training Bylaw.
- 8.3.The applicant should complete all licensing requirements to practice medicine as per requirements of joining residency/fellowship programs.
- 8.4.The applicant should pass the OMSB Selection Exam.

8.5.Application Process:

- 8.5.1.OMSB announces in its website the offered training programs and their admission criteria.
- 8.5.2.ARS Open the Online Application Form to receive applications.
- 8.5.3.ARS filters the application forms that meet admission criteria.
- 8.5.4.ARS sends letters to the Education Committees (EC) attached with them databases of the applicants shortlisted for interviews.
- 8.5.5.They may apply and compete for two residency programs.

8.6.Interview Process:

- 8.6.1.The Education Committees assess the applicant's performance using the Applicant Interview Evaluation Form.
- 8.6.2.ARS filters the applicants as per their performance and the slots provided for each training program.

8.7.Registration Process:

- 8.7.1.The Executive Board and Board of Trustees approves the accepted applicants for residency and fellowship programs.
- 8.7.2.ARS informs the selected applicants in writing or in any other means assured to be in the full extent of being informed. The applicant, in turn, should provide the relevant admission documents and requirements in no more than 3 weeks. If he/she fails submitting the requirements in the given period, he/she will be disqualified and the subsequent applicant in this list will be selected.
- 8.7.3.The accepted applicants should complete registration process and sign registration forms and Training Contract as per OMSB rules and guidelines within one month prior to joining the training program.
- 8.7.4.The accepted applicants attend the orientation program prepared for them by OMSB.

9. Related Policies

- 9.1. Transfer between Residency Programs and from Residency to GFP Program
- 9.2. Interruption from Residency/Fellowship Training
- 9.3. Withdrawal from Residency/Fellowship

10. Responsibility for Implementation

- 10.1. Trainees Affairs Department
- 10.2. Program Education Committee

11. Issuing Office

Executive President

12. Review

Executive Academic Committee will review this policy and make the necessary modifications and changes as deemed appropriate, no later than three (3) years from the date of the most recent version.

13. Difficulties/ Challenges

Failure to adhere to steps of the Application and Registration for Training in OMSB Residency/Fellowship Program.

14. Policy Appendices:

- 14.1. Application Requirements for OMSB Residency Program with Training Years Abroad
- 14.2. Applicant Interview Evaluation Form
- 14.3. Offer Letter
- 14.4. Registration Form
- 14.5. Residency/Fellowship Training Contract

15. Policy indexing

Policy #1

REFERENCES:

- 15.1. Royal Decree 31/2006 of Establishment of OMSB
- 15.2. OMSB Training bylaw
- 15.3. ACGME-I Institutional Requirements

Attachment (1)

Application Requirements for OMSB Residency Program with Training Years Abroad

- A. The applicant who received his/her training in a Structured Training Program OUTSIDE OMSB and wishes to join OMSB Residency Training Program should fulfil the following criteria:
1. The applicant should be a holder of Bachelor of medicine and surgery from a recognized university/college.
 2. Completes Internship successfully.
 3. He/she should be medically fit
 4. He/she should pass the required exams and interviews and complete registration requirements.
 5. The training program he/she joined abroad should be recognized by OMSB as per the ACGME-I Institutional Requirements.
 6. Maximum of (2) years achieved abroad will be credited for the applicant.
 7. ARS informs the selected applicants in writing or in any other means assured to be in the full extent of being informed. The e applicant, in turn, should provide the relevant admission documents and requirement in no more than 3 weeks. If he/she fails submitting the requirements in the given period, he/she will be disqualified and the subsequent applicant in this list will be selected.
 8. The accepted applicants should complete registration process and sign registration forms and Training Contract as per OMSB rules and guidelines within one month prior to joining the training program.
 9. The applicant must join the program at the start of the new academic year.