The selection of fellows for the Baylor College of Medicine pediatric emergency medicine fellowship is based upon such factors as preparedness, ability, aptitude, academic credentials, communication skills, motivation and integrity. The selection shall not be influenced by race, gender, age, religion, color, national origin, disability, or veteran status. The selection of pediatric emergency medicine fellows occurs via the National Resident Matching Program Match (through ERAS). The fellowship program director(s), the head of the pediatric emergency medicine section, and faculty from pediatric emergency medicine are responsible for selecting qualified applicants. The process is as follows:

1. Applicants are eligible for appointment with one of the following qualifications:
   a. Graduates of medical schools in the United States and Canada accredited by the LCME.
   c. Graduates of medical schools outside the United States and Canada who meet one of the following qualifications:
      i. Have received a valid certificate from the ECFMG.
      ii. Have a full and unrestricted license to practice medicine in a US licensing jurisdiction.
   d. Graduates of medical schools outside the United States who have completed a Fifth Pathway program provided by an LCME-accredited medical school.
2. The fellow applicant must be completing or have successfully completed a residency in Pediatrics or Emergency Medicine.
3. The fellow applicant must apply through ERAS and the NRMP (Match) for pediatric emergency medicine.
4. The fellowship program director(s) and the head of the pediatric emergency medicine section review the fellowship applicant’s application.
5. The fellowship program directors, the head of the pediatric emergency medicine section, two or more faculty members, and one or more fellow(s) interview the applicant.
6. The program director(s), with the assistance of faculty from pediatric emergency medicine, establish the rank order of applicants for the pediatric emergency medicine match.
7. The program directors provide the selected applicants with a contract for one year of training starting at the PGY4/PGY5 level (first year of pediatric emergency medicine fellowship) to be effective following the successful completion of a pediatric or emergency medicine residency.
8. The applicant must qualify for a Texas educational permit or have an active Texas license to practice medicine.
The goal of the selection committee is to select and match with the best-qualified applicants for the program based on factors as outlined above.
Pediatric Emergency Medicine fellows will be promoted from the PGY4/PGY5 level to graduation if they successfully complete their current level of training. Their progress is monitored utilizing monthly, quarterly, and semi-annual evaluations. In addition, the program director(s) and each faculty will monitor each fellow to determine any sudden change in the fellow’s progress.

Fellow performances are discussed at quarterly faculty mentor meetings. Fellows who are having difficulty will be discussed in more detail at this meeting to determine their status/recommendations and/or determine action. The fellow may be placed in one of the following categories:

1. No action needed
2. Academic warning
3. Academic probation (GME Policy 25.1.14 and 25.1.15)
4. Academic suspension (GME Policy 25.1.16)
5. Academic dismissal (GME Policy 25.1.17)

Notification of intent to reappoint or not reappoint shall be made no later than four months and no earlier than seven months before completion of the fellow’s term of appointment, provided that the fellow is not on probationary status. Reappointment is conditioned upon the fellow’s appropriately and successfully completing training for the current year and continuing to meet the standards of the program and department. Upon receipt of an offer of reappointment, the fellow shall notify the department chair of his/her intent to accept or decline the reappointment within 14 calendar days of receipt.

The determination to reappoint or not to reappoint a fellow is made by the department chair or his/her designee and is not subject to appeal. Reappointment without promotion may be offered if a fellow needs to repeat all or part of a year. This, also, is not subject to appeal.
One or two pediatric emergency medicine chief fellow(s) per academic year will be appointed. The pediatric emergency medicine section head and the fellowship program director(s) will select the chief fellow(s) with input from fellowship mentors. Criteria under which the chief fellow is selected is as follows:

1. Demonstration of interpersonal leadership skills with ability to motivate the other subspecialty residents and also faculty members.
2. Dedication to academic excellence.
3. Demonstration of superior skills in patient care, conflict resolution, and communication.
4. Advanced personal emotional intelligence manifested by advanced self and social awareness and superior self-management skills.

Duties of the chief fellow:

1. To make the monthly TCH Emergency Center schedule for the fellows.
2. Oversee hours worked by fellows and ensure timely return of work hour logs.
3. Act as a liaison between faculty and fellows.
4. Conduct biannual meetings with fellows to address issues of concern pertaining to the fellowship, then meet with Fellowship Directors after these meetings to present the concerns.
5. Oversee advanced training workshop (PALS, ACLS, ATLS) participation by all fellows.
6. Organize fellow wellness initiatives.
7. Participate in the planning committee for the yearly Pediatric Emergency Medicine Fellows Orientation Retreat.