

# Career Planning and Counseling Session

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<https://rise.articulate.com/share/CB6iHRHQnIHR5PRUQva1ZKoFcCJVUyId>

# Objectives

- Discuss requirements of the curriculum vitae (CV)
- Review specific examples of CVs
- Discuss possible additions to the CV
  
- Review particulars of the personal statement
- Understand it MUST be personal
  
- Review details of Letters of Recommendation
  
- ERAS and VSLO (aka VSAS)

# Curriculum Vitae

- Succinct summary of your qualifications
- Put effort into it now and add to it over your career
- Will not place directly into ERAS but will provide to us to help create the MSPE (Medical Student Performance Evaluation)
- Will provide to those physicians who prepare a letter of recommendation for you for residency application

# Curriculum Vitae - Components

- Contact info: (full legal name, address, email, phone number)
- Everything is in reverse chronological order
- Education: All universities attended for medical school, graduate and undergraduate education (most recent first)
  - Name and location of institution
  - Degree earned
  - Date of completion (anticipated)
  - Major/minor field of study

# Curriculum Vitae

- Leadership Experience
  - President, Treasurer of Student Interest Group
- Work Experience
  - Most recent first
  - Position title, name of employer, location, dates employed
- Research Experience
  - Title describing project
  - Research mentor's name
  - Location and dates
  - Your title (research assistant, fellow)

# Curriculum Vitae

- Community Service Activities/Extracurricular
  - Most important activities and the dates
  - Include pre-medical school activities only if extraordinary OR applicable to health care
- Publications
  - List all published articles you've authored
  - If accepted but not published yet, "In press"
  - Do not include manuscripts in the works
  - Be consistent throughout the CV

# Curriculum Vitae

- Presentations
  - List research or poster presentations at conferences, lectures, specialty association meetings
  - List title, authors, audience
  - May consider combining with 'Abstracts' section
  - Be sure to include cultural colloquium poster presentation
- Professional Memberships
  - Be sure to include 'Student Member'
  - i.e. American Academy of Orthopaedic Surgeons – Student Member



# Curriculum Vitae

- Hobbies and Interests
  - INCLUDE this information
  - Your interviewers will thank you!
- Personal Information - **\*OPTIONAL\***
  - Birth date, marital status, names of children
- **Careers in Medicine CV #1**

# Personal Statement

- Integral part of your application
- Is your chance for the program to “know” you
- Want it to help you stand out – but not too much
- Values-Experiences-Goals
  
- Communicate passion for your specialty
  - Specific experiences
- Address sensitive issues and take responsibility
  - Remediation, repeat attempt on Step 1 (may or may not include)
- Provide information the interviewers can use for questions

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# Personal Statement

- Be personal – tell about you
- Slip in marketable abilities
- Include specialty-specific attributes
  - ‘cool under pressure’
  - enjoy variety and pace of the ED (avoid “I have ADD and the ED is perfect for me)
- Professional
  - **NO** grammatical or spelling errors (some screen out immediately)

# Personal Statement - AVOID

- Online services that promise you the perfect PS
- Copy from others
- Run-on sentences
- Quotes
- Begging - “please grant me an interview”

# Personal Statement - Specifics

- ENT – must include specific paragraph on why you are interested in their program (this means separate PS for each)
- Surgery and surgical subspecialties – Shorter the better
- Don't go over 1 page

# Personal Statement

- Have at least one, and perhaps more, reviewers
  - Spouse, close friend, parent, sibling, buddy who was an English major (and you can trust), etc.

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# Letters of Recommendation

- Letters need to come from physicians
  - Exception – long-term research mentor
- Writers need to know you well
  - Clinically
  - Can describe your clinical abilities
  - Attest to your personal attributes (team player, problem solver)



# Letters of Recommendation

- How well did I perform?
- Did I develop a close relationship with this person?
- Does this person think highly of my clinical skills?
- Does this person care about my plans for the future?
- Does this person have good communication skills that will be reflected in my letter?
  
- \*\*Does this person procrastinate (i.e. multiple delinquencies from medical staff for overdue charts??)

# Letters of Recommendation

- Discuss your list of letter writers with multiple people
  - MSPE Interview
  - Student Affairs Dean/Asst Dean
  - Campus Dean
- Asking letter writers:
  - “Would you feel comfortable writing a strong letter of recommendation in support of me for residency application?” I know you are ultra-busy, but would you have time?”
  - Easy way out
- If you don't get a strong “YES” – use your options

# Letters of Recommendation

- Ensure each letter writer is familiar with requirements of a LOR
- Provide them a copy of your CV, PS, copy of your evaluations
- Form from ERAS that instructs them how to upload the letter
- Thank you notes afterward
- Deadlines – September 14<sup>th</sup>

# LOR – Who is required?

- Most specialties require Department Chair
  - Surgery chair – ALL surgical subspecialties, anesthesia
  - ER – need program director's LOR (exception in SD)
  - Internal Medicine Chair – needed for IM
  - Dermatology – not required
- LIC preceptor
- Sub internship attending
- Away rotation attending
- Should have some LOR from physicians in your specialty but all don't have to be from them

# Letters of Recommendation

- Remember – most faculty write numerous LOR
- Ask letter writers when their memories are VIVID
- Ask a minimum of 4 weeks (but 4-8 is better)
- Need at least 3 LOR (max of 4)
  - May have many more if applying to multiple specialties or you want certain letters to go to specific programs
- Student Affairs will follow up in August to assess how many letters are not uploaded – and send reminders
  - Will need to let me know who you have asked

# Letters of Recommendation

- Standardized letters of recommendation
  - Orthopedics – letter writers did not need to submit additional letter
  - Ophthalmology – optional in 2017

# Letters of Recommendation

- Always, always waive your right to see the letters
  - Residency directors expect you to do so
  - We expect you to do so

## Letter of Recommendation Portal

[https://www.aamc.org/services/eras/282520/lor\\_portal.html](https://www.aamc.org/services/eras/282520/lor_portal.html)

# Standardized Video Interview

- Emergency Medicine
- Online Interview
- Six questions related to 2 ACGME competencies – knowledge of professional behaviors and interpersonal/communication skills
  - 3 minutes to respond to each question
- Scored by third-party raters
- Scores and videos sent to residency program directors



# MOCK INTERVIEWS

- Performed by Dr. Ridgway and Jason Kemnitz EdD
- Required
- Taped
- Class of 2018 students assert WAY harder than the actual interviews
- More information on these coming in our March session and Spring/Summer

# MSPE Interview

- Email to select date/time
- Sessions are available late March to early June
- 60 minute sessions
- Bring 2 copies of CV and personal statement
- Bring questions
- Be prepared to hear recommendations and suggestions for a successful match
  - May differ from your expectations

# VSLO – Visiting Student Learning Opportunities (aka VSAS)

- Host institutions that accept medical students for away rotations
- US and International rotations combined
- Institutions have varying dates for reviewing and accepting apps
- Mayo, Iowa, Wisconsin do NOT participate in VSLO
- <https://students-residents.aamc.org/attending-medical-school/article/about-vslo/>

# VSLO

- Universal application
- Cover letter
  - Dermatology
- Submitted by Student Affairs
  - Photograph
  - Transcript
  - Some programs: Letter of Good Standing, Proof of Malpractice Insurance
- Cost per program (per elective)
  - \$40 for up to 3 programs
  - \$15 for each additional program
- **Get advice from CO2018 in similar specialty**

# ERAS

- Residency Application Service
- Token from Kay Austin, SSOM Registrar
  - One-time access code used to register for MyERAS
- ERAS does not include the Match services
  - Must register for NRMP (starting September 15<sup>th</sup>) **OR**
  - Must register for Military, San Francisco Match, Urology Match
- Does not include:
  - Urology
  - Ophthalmology
  - Military Match

# ERAS

- Letters of Recommendation uploaded by writers
- Form letters to print off ERAS to hand to letter writers
  - Includes directions for uploading letters
- Assign documents to various specialties/institutions
  - Medical School Transcripts
  - Letters of Recommendation
  - Personal Statements
  - USMLE Transcripts

# ERAS

- Assignment Checklist
  - Identify missing documents
- MyERAS Message Center
  - Notification when each LoR is uploaded
  - Also email notification to applicants from programs
  - ERAS Interview Scheduling Tool
    - Not used by all ERAS programs

# ERAS

- USMLE Transcript requests
  - Enter your USMLE ID
  - Assign transcript to programs
  - Pay one-time \$80 transcript fee
  - Usually transaction completed by USMLE within 5 business days



# ERAS - Tips

- Do not certify and submit until you are sure all information is complete and correct
- ERAS does not have a spell check or grammar check feature
- Once you certify and submit, you may begin applying to programs
- Once you certify and submit, you may only change information in the Personal Information section
- Residency programs will not have access to any information until Sept 15<sup>th</sup>.

<https://students-residents.aamc.org/applying-residency/applying-residencies-eras/tools-residency-applicants/>

<https://www.aamc.org/data/484710/report-on-residents.html>

# STAR Survey (Seeking Transparency in Application to Residency) – coming March 16<sup>th</sup>, 2018

- Student Affairs from UT Southwestern
- Completely anonymous
- Information compiled and sent to Dean of Students (SSOM)
- Will help Class of 2019, etc.
- -----
- Separate link for each specialty
- Questions on demographics, boards scores, research, publications, honor society, etc.
- Identify where you did/did not receive interviews
- Where you completed away rotations
- Where you matched

# Questions?

- Informational session coming late summer to give guidance on ERAS, answer questions, etc.
  - Will be in SF with VC to RC and Yankton