



Deferral of Training Start Date/Match Violation/Release from CaRMS Match

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| Category: | Appointments, Curriculum, Assessment and Promotions |
| Responsibility: | Associate Dean, PGME |
| Approval: | PGME Committee |
| Date: | Date initially approved: June 2022 Date(s) reformatted or revised: n/a |

Purpose:

To provide information and guidance to residency training programs and residency applicants regarding the deferral of residency training start date, CaRMS match violation and/or release from a CaRMS match result.

Principles:

To ensure communication regarding deferred start dates, match violations and match release between residency training programs and applicants is accompanied by appropriate action plans and education recommendations when required.

Definitions:

Applicant refers to a medical graduate (or those eligible to graduate) that apply through CaRMS through the Application and Matching Program.

Application and Matching Program is a centralized residency application and matching process provided by CaRMS for both Candidates and Faculties.

CaRMS is a national, independent, not-for-profit, fee-for-service organization that provides a fair, objective and transparent application and matching service for medical training throughout Canada.

Faculties refers to the seventeen (17) Canadian Faculties of Medicine.

Postgraduate Medical Education (PGME) Office refers to the Associate Dean, PGME and the administrative personnel who are responsible for coordination and administration related to the oversight of the residency training programs.

Residency Training Program is the Royal College of Physicians and Surgeons of Canada (RCPSC) or the College of Family Physicians of Canada (CFPC) accredited residency training program at the College of Medicine.

Scope:

This document applies to postgraduate medical residency training programs and postgraduate medical residency training applicants at the College of Medicine, University of Saskatchewan.

This policy has been adapted with permission from the [Canadian Resident Matching Service \(CaRMS\) guidelines](#).

Policy:

Applicants and/or Residency Training Programs must [contact the PGME Coordinator, Admissions and Resident Administration](#), prior to engaging a deferral or release from the Match.

Deferral of Start Date:

Applicants are required to begin training by July 1, unless a deferred start date is agreed to by both parties (applicant and Faculty). It is at the Postgraduate office and program's discretion to agree to deferrals.

The CaRMS [applicant contract](#) outlines this in the following clauses:

5.30 If the Applicant matches with a Residency Program, the Applicant shall be available to begin training by July 1 of the year in which the residency training commences, unless the Faculty agrees to a deferred start date. Where practicable, the Applicant shall disclose their request for a deferred start date within their CaRMS Online application.

5.31 The Applicant acknowledges that the Faculties, in their discretion, may disqualify the Applicant if the Applicant is not able to begin residency training by July 1 of the year the residency training commences.

Residency training programs are not required to offer transition to residency for applicants who defer their expected start date.

Applicants who have a deferred start date are not registered as students at the University of Saskatchewan. Applicants are not permitted to participate in any in-person PGME or College of Medicine educational activities prior to the commencement of their actual start date. Applicant attendance at virtual/online PGME events or educational sessions is at the Program Director's discretion, in consultation with the PGME office.

Match Violations:

All CaRMS Match Participants are required to behave in a professional, ethical and responsible manner. The [CaRMS Match Violations Policy](#) is intended to uphold and respect the principles of fairness, equity, and professionalism in the medical residency training application, selection, and matching processes in Canada.

CaRMS is responsible to investigate and take steps to resolve all alleged violations of such contracts/Terms of Use/interview guidelines, whether committed by Applicants, postgraduate Faculties or residency programs, or other Match Participants.

Any person, including but not limited to: Applicants, program directors, postgraduate and undergraduate deans of medicine, and institutional officials may report suspected violations to CaRMS.

Violations must be reported within one year of the end of the applicable Match Period. Violations reported outside of this timeframe will not be subject to this Policy, except in exceptional circumstances.

Release from CaRMS Match Result:

If an applicant is unable to commence training by the expected start date, it is the Faculties decision whether to agree to a deferral; void the match and release the applicant as well as informing CaRMS; or report it as a match violation.

To release an applicant, Faculties must (in collaboration with the PGME office) complete the '[Applicant Release Form](#)' to report the release of a matched applicant from their match contract obligations. The release must adhere to the [Applicant Release Policy](#) or the applicant will not be eligible for participation in the current or future match processes.

Responsibilities:

Applicant:

- To be aware of the CaRMS applicant release policy, CaRMS Match Violation policy and PGME Deferral of Training Start Date/Match Violation/Release from CaRMS Match policy.
- To inform their Program Director and the PGME Office prior to July 1 if they require a deferred start date or a release from the Match.

Residency Training Program:

- To be aware of the CaRMS applicant release policy, CaRMS Match Violation policy and PGME Deferral of Training Start Date/Match Violation/Release from CaRMS Match policy.
- To correspondingly offer an appointment if a match results and the applicant meets the licensing requirements of the applicable provincial/territorial medical regulatory authority.

- To contact the Postgraduate Medical Education Office to engage in discussion regarding deferral, match violation or release from the Match as soon as the program has been informed that an applicant has requested a deferral or cannot commence training on July 1st.

Postgraduate Medical Education Office:

- To collaborate with the Residency Training Program, the applicant, and CaRMS to engage in discussion regarding deferral, match violations or release from the Match.
- Final decisions regarding deferral or release from the match will be communicated by the PGME office to CaRMS.

Non-compliance:

Instances or concerns of non-compliance with Deferral of Training Start Date/Match Violation/Release from CaRMS Match should be brought to the attention of the Associate Dean, PGME.

Contact:

[Coordinator, Admissions and Resident Administration, PGME Office](#)

Phone: 306-966-1941