MOH & MOE

# Guideline for the implementation of Ethiopian Residency Matching Program

Strategic Steering Group

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This guideline is subject to revision at least every year and can be amended as deemed necessary by the SSG

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## Acronyms

**EO:** Executive Office

**ERMP**: Ethiopian Residency Matching Program

ETA: Education and Training Authority

**GP:** General Practitioner

HLI: Higher Learning Institution

**LEO:** Lead Executive Office

**HR: Human Resource** 

**LSEO:** Legal Service Executive Office

**MOE**: Ministry of Education

**MOH**: Ministry of Health

MOU: Memorandum of Understanding

**NGAT:** National Graduate Admission Test

RHB: Regional Health Bureau

SSG: Strategic Steering Group

# I. Background

The Government of Ethiopia recognizes that healthcare is one of the crucial components of basic social services with direct linkage to growth and development of the country as well as to the welfare of the society. Accordingly, the Ministry of Health is committed to reduce morbidity, mortality, and disability and to improve the health status of the Ethiopian people through accessing basic health services. (FMOH, 2011)

Attainment of the sustainable development goal depends partly on ensuring universal access to health through enhancing the quality and quantity of the health workforce who can provide ranges of health care services including advanced and specialized care. Hence, the Ministry of Health has rightly identified strengthening advanced training of health workers as one of the strategic priorities of the national human resources for health.

Among these strategies are to:

- Expand residency training programs through increasing the number and enrollment capacity of training institutions
- Increase the number and capacity of faculty at the training institutions through availing fellowship opportunities

The rise in public needs for advanced and better-quality care, the epidemiological transition, rapid urbanization, rising health literacy, and broader social and economic changes occurring in the country necessitate increased quality and number of medical specialists. However, during the pre-ERMP era, the health care service in the country was not meeting those needs and changes. The country was not producing highly trained health professionals in adequate quantity though there had been an increase in medical specialty training programs in few institutions. Consecutively, enrollment and output was persistently low failing to match the supply of specialist doctors to population needs.

Thus, until the year 2017, the training capacity was not fully utilized, with only a handful of universities running residency programs and graduating a small number of specialists.

There was a tendency on part of some physicians to be trained only in a certain institution even though there are other institutions with comparable training capacity.

To address these challenges, in 2017 Ministry of Health has launched a national residency matching program which caters coordination, recruitment, testing, and matching of applicants for residency training programs centrally. Since then more than 9000 GPs have been matched and deployed to different institutions nationwide in 23 specialties.

## **II.** Definitions

- Candidate: An eligible applicant to the residency matching program.
- **Declaration:** a statement that announces the candidate's responsibility for the information provided during application and the consequences thereafter.
- Eligible applicant: A licensed medical doctor with work experience (as a general practitioner) of 2 years and above, who can attach all the required documents during registration, who is not an active resident currently and also who did not match last year.
- Foreign applicant: an applicant from foreign countries to pursue residency program in Ethiopia.
- Foreign graduate: is a medical doctor who studied in a recognized medical school abroad.
- Higher Learning Institutions (HLI): these are government owned universities or colleges in Ethiopia who agree to sponsor general practitioners working in their facility for the Ethiopian Residency Matching Program.
- Matching: Applicant's choice of specialty and institutions are matched with candidates' performance in centrally administered written entrance exam.
- **Resident:** A candidate, who is matched through ERMP, registered and started training and clinical service.
- **Self-sponsor**: A candidate who planned to support him/herself during the period of residency training. He/she is not entitled to pay for tuition fee as long as he/she is a citizen of Ethiopia.

- **Sponsor:** is a specific organization that supports the resident financially during the period of training and deploys them to work by the end of the training. These are Ministry of Health, higher learning institutions (HLI), or federal institutions (Federal police, Ministry of defense, etc...) or private or charity organizations or foreign applicants (with or without scholarship).
- Standardization of institutions: supporting, encouraging, and enforcing institutions to meet the minimum requirement to start and/or run residency program in terms of human resource, infrastructure, equipment, patient load and mix as set by the national standard for postgraduate medical training developed by respective professional associations, and also on residents' well-being, learning environment, housing, offices, duty room, laundry, and etc.
- Training institutions: these are public or private owned either university-based or hospital-based medical schools, recognized to run clinical medicine graduate programs (residency program) in specific disciplines after being evaluated by an external assessor team from the ministry and respective society experts as per the agreed upon standard and fulfilled the minimum requirement.

# **III. Objectives of ERMP**

The program is intended to create a well-functioning and efficient system of residency matching program under the leadership of the Ministry of Health to have well trained specialists in adequate number and quality so as to meet the health needs of the people.

The program is also intended to assure all schools with residency program to meet the minimum requirement set as a national standard, and aspire for quality and strive to be and remain competitive to attract the best applicants. As a result, the program enables schools with residency program to enroll to their full capacity, and ensure all applicants get accepted to their preferred program and institution.

# IV. Roles and Responsibility of stakeholders

## A. Training Institutions' responsibilities

- Assign a delegate who can serve as SSG member (usually a school dean);
- Participate in consultative meetings organized by the SSG;
- Participate in item development workshops;
- Conduct field specific physical assessments of candidates deployed to the institution.
   If a candidate is found unfit, they can reject admission;
- Admit and register only those successful and fit candidates who are <u>matched</u> through the Ethiopian Residency Matching Program;
- Notify to MOH the list of residents by program who are actually registered and have started the residency training;
- Hire newly deployed MOH sponsored residents at the rank of a beginner lecturer on contract basis forthe period of the training;
- Manage those hired residents as per their contract and per the rules and regulations of theinstitute;
- Conduct the learning-teaching as per the rules and regulations of the institute;
- Request and secure budget every year from the Ministry of Finance for the salaries and benefits of residents sponsored by MOH;
- Submit a request to Ministry of Health to get deployed specialist doctors who
  have completed residency at their school or another school to their school for
  academic position;

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- Chair the strategic steering group;
- Manage accordingly all academic issues raised by residents during their residency training (appeal on grade, dismissal etc)

- Be responsible for all communication and follow-up of the universities;
- Communicate with other stakeholders as needed on technical issues;
- Maintain all data and records together;

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- Set action plan for the SSG meetings with detailed budget;
- Call regular and extraordinary meetings;
- Draft meeting agendas and announce the meeting date and venue;
- Communicate meeting agendas two weeks prior to the meeting facilitate SSG meetings and their financial expenses;
- Prepare and distribute minutes to SSG members;
- Presents the SSG recommendations to higher bodies in written form;
- Propose new members of SSG;
- Chair meetings in the absence of the Chairperson;
- Collect and disseminate relevant documents that are approved by the SSG;
- Develop a detailed implementation plan for national residency matching;
- Centrally manage the recruitment, examination and placement of residents through the Human Resource Development & Improvement LEO of the ministry;
- Conduct agreement signing with residents sponsored by MOH through the Legal
   Service Executive Office of the ministry;
- Facilitate salary payment of residents studying in four Hospital Medical Colleges namely: Yekatit12, Adama, Yirgalem and Myung Sung through the competency & Human Resource Administration and Finance executive offices of the ministry;
- Centrally manage deployment of graduated specialists sponsored by MOH through the competency & Human Resource Administration EO of the ministry;

- Follow, direct and execute the periodic guideline revision and implementation;
- Organize a consultative workshop with broader group of stakeholders;
- Establish ad hoc committees as needed;
- Conduct quality control and assessment of the residency matching program;
- Support quality assurance offices of universities on development of standardization tools and quality audit;
- Monitor, evaluate and improve ERMP with respective stakeholders;
- Organize awareness creation and advocacy activities;

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- Oversee the overall ERMP activities;
- Produce guideline for the national residency matching program and make periodic revisions;
- Support the implementation and development of ERMP;
- Approve the minutes of the last meeting with input from members;
- Approve new members of the SSG;
- Define membership, mandates and accountability of the ERMP;

## **E.** SSG Members' responsibilities

- Participate in SSG meetings;
- Provide technical inputs and resources in SSG meetings;
- Complete individual assignments on time;
- Follow standard meeting procedures and activities;
- Propose an agenda for a meeting;
- Each member has one vote;

## V. Recruitment

# A. Registration

## Who can apply?

- A medical doctor (MD) or holder of equivalent degree (for British system schools)
  who was graduated from any institution recognized by MOE or from any accredited
  medical school abroad and who can produce evidence of equivalence from ETA (for
  foreign graduates);
- and who:
  - has served as a general practitioner in any public or non-public facility <u>at</u>
     <u>least for 2 years</u> prior to the 1<sup>st</sup> date of the application period;
  - o can attach the required documents for registration
  - o has a sponsor or declares to be a self-sponsored;
  - did not match last year in ERMP 2023;
  - o is not on a residency training being matched in previous years ERMP;

NB. As of next year ERMP, a PASS card from MOE for NGAT exam will be a pre-requisite for ERMP registration.

## How to apply?

- Application is done through the online registration system on the dedicated website (MOH official website),
- Application is within a period specified in the instruction for registration.
   Any application done before or after the official registration period will be discarded;
- During application a scanned copy of the following documents <u>MUST be uploaded</u>
   with the application form:
  - o <u>undergraduate medical degree</u> original or tempo
  - o valid (active) <u>medical licensure</u> certificate
  - application fee receipt: dated and signed with CBE stamp, clearly visible, and
     with the name of the applicant being marked initially or in the narrative;

- an official letter that indicates service year (as a general practitioner) in full months, in which the end date refers to not later than the 1<sup>st</sup> date of the registration period. Experiences from private organizations must indicate that the applicant had a taxed salary; For any suspicious letter, an applicant might be requested to submit an additional approval letter from the nearby government regulatory office;
- <u>a recommendation letter</u> written and signed by the head of his/her current organization stating the applicant's good conduct as a general practitioner;
  - <u>a sponsorship letter except</u> for those sponsored by MOH & self-sponsored ones, all applicants sponsored by *higher learning institutions* (universities) or private or charity institutions or federal sponsors (federal police, prison, Defence, etc...) should attach a sponsorship letter.
- a letter from the Ethiopian Ministry of foreign affairs or Ethiopian MOE this applies to foreign applicants who wish to apply online and who are not
  benefiting from the scholarship scheme.
- An applicant must check the box after reading the <u>declaration</u> (of health status)
  - By doing so, an applicant confirms that he/she has no any health issue which might forbid him/her from attaining the chosen specialty;
  - Applicants are advised to conduct a thorough medical checkup (See annex-II for the physical examination details) before starting to fill the application in order to avoid latter inconvenience;
  - However, applicants must know that respective departments will do a medical check-up as it is stated in the curriculum to attest it.
  - The declaration also declares that the information provided by the applicant is genuine and the applicant takes all the responsibility and accountability for issues coming as a consequence.
- Candidates who have served at a managerial position in a public facility for at least 1 year can attach their letter of evidence to benefit from the 5% affirmative point;
- Incomplete registrations will automatically be discarded by the system after 72
  hours from the startup minute of the feedback given by the screening team for
  confirmation.

#### What to apply?

- A candidate can apply for <u>one or two specialty programs</u> and up to <u>a maximum</u>
   <u>of three places of study</u> for each chosen specific specialty in a ranking order.
- Candidates who are sponsored by HLI (universities)/private/charity organizations or by federal sponsors should select the specialties as to their sponsor's preference.

## How frequently can they apply?

- Candidates can apply every year as long as they are not matched in the previous year. But in a year, an applicant is allowed to register only once. Those who register multiple times using different email accounts will be disqualified from the competition.
- Those, who have already been matched last year, will be disqualified from the competition, no matter if they have been admitted by the institution to where they were matched, or not.

## **Application fee**

- NON REFUNDABLE
- For Ethiopian citizens 600 Birr, and for foreign applicants 50 USD
- Waiver for foreign candidates coming through the scholarship award. And also
  MILITARY applicants from Ministry of Defence, federal police and federal prison are
  exempted from an application fee payment. Such candidates, instead of a receipt for
  an application fee, they can attach any document which indicates that they are
  military candidates;
- Payment mechanism through:
  - o an account at Commercial Bank of Ethiopia (CBE)
  - o account number 1000000984877 owned by MOH;

#### Confirmation

- All applications, until they are verified by the ERMP team, will remain on **PENDING** status. Verification is done as per the order of their registration.
- If a candidate attaches all the required documents properly, his application status will be changed from PENDING to <u>CONFIMED</u>; Once an applicant's status is CONFIRMED, he/she can go to the next page and select exam hub;
- But if the applicant <u>misses to attach</u> one or more of the documents, her/his application status will be marked as <u>NOT ACCEPTED</u> (with a reason in a box); thus, the applicant will have an additional 72 hours to attach the missed documents and be confirmed; but if the applicant is unable to do so, and if the status remains as NOT ACCEPTED for more than 72 hours, the application will automatically be discarded by the system;
- If the applicant attaches any <u>inappropriate document</u>, she/he will be given an additional 24 hours to remove it and upload the appropriate one, assuming that it might be an unintentional act, but, if not, the status of the application will be REJECTED, which means it is discarded.

## **B.** Examination

#### **Screening of Applicants**

- Screening of applicants for confirmation will be done throughout the registration period, and then screening of those candidates eligible for the ERMP exam will continue for 1-2 weeks after the last day of registration;
- Applicants who properly submitted their application are considered to be eligible for the written exam. Applications in a draft status will be disqualified.
- Candidates with duplicate applications, or those who have been already matched
  last year, or those who are currently on a residency training, will automatically be
  disqualified If found during screening or any other time then after;
- After screening, a list of eligible candidates with their exam centers and the specific date of the exam will be announced on the official website of the ministry. Any request for exam hub change will not be entertained.

#### About the entrance exam

- Examination after screening (the date to be decided accordingly);
- All applicants (including foreign applicants) must take the entrance exam;
- The exam will be administered to all candidates at the same time on computers;
- The entrance exam consists of multiple-choice questions (MCQ) which cover all medical disciplines including ethics and professionalism based on the blueprint;
- There will be two exams on one exam day;
- The ERMP MCQ exam of 130 MCQs will be administered in the morning;
- The NGAT exam will be administered in the afternoon.
- 1.5 minutes is allocated for each question
- Candidates will be allowed to know their score out of 130 of the ERMP MCQ exam and as well as for the NGAT exam at the end of each exam;
- The MCQ for ERMP exam accounts for 100% of the final score for the matching, whereas the NGAT exam will be considered as PASS or FAIL in which a score of 50% and above (≥35 out of 70) is considered as PASS;
- In order to be eligible for matching, an applicant should score <u>a minimum of 40</u> (out of 100%) from the ERMP MCQ exam, and also should pass the NGAT exam;

#### Appeal, result notification and revision of choice of specialty & place

- In a week to be announced after the exam, results of all examined candidates, including the status for the NGAT exam, will be posted on the ERMP website;
- In that same week of result notification, <u>appeal on the exam result</u> is made through the hot line # 952 of the Ministry of Health from Monday to Friday in working hours.
- Parallely during the week of result notification and appeal, <u>candidates can revise their</u>
   <u>choice of specialty and/or place of study</u>, if they wish. If they do not do so in a week time, their initial choice (made during application) will be taken as final choice.
- After knowing the exam result of all candidates, if one candidate decides not to be included in the matching process for any personal reason, he/she can withdraw him/herself from the competition by submitting an application or making a call to 952, so that he/she can participate on next year's ERMP.
- Any application for sponsorship change will not be entertained after the end of a registration period. The choice of sponsor you made during registration remains final.

# C. Matching

- A merit based matching takes place using a globally recognized and award-winning algorithm which matches applicants' choice of specialty/place of study to their score based on the available intake capacity of medical schools in the country.
- Candidates who have scored the minimum cut-off point decided by the SSG for this
  year , which is more than or equal to 40% (out of 100%) and those who passed the
  NGAT exam will be eligible to run for matching;
- Matching results of all matched candidates for all institutions and specialties will be posted on the ERMP website with full name and sponsor.
- Unmatched candidates will wait for the coming academic year to apply.
- There will not be any 2<sup>nd</sup> round matching for unfilled or vacant spots, if any.
- In case of tie (if two candidates with same result are competing for one spot):
  - Female candidates will be given priority.
  - If they are of same sex, the one with longer service year will be given priority.
  - If they are of same sex and have same year of experience, then ranking order
     of choice of specialty or place of study will be considered.
  - o If they are of same sex and have same year of experience, and in cases where the order of specialty choice and place of study is the same, lottery method (software's preference) will be applied.

## **Affirmative action**

- Female candidates will get <u>an additional 5% of their total mark</u> as indicated in most universities' senate legislations.
- Applicants who can attach a letter of evidence that they have served for <u>at least</u>
   one year in a public facility at a managerial position (while serving as a general
   practitioner) such as <u>a health center medical director</u>, or <u>a hospital medical
   director</u>, or <u>a hospital/HC CEO</u>, or <u>a medical school dean</u> or <u>a college CED</u> will get
   <u>an additional 5% of their total mark</u> if their letter of evidence is accepted.

#### **Matching Quota**

- The following quota allocation will apply during matching:
  - A minimum of 90% for government sponsored (by MOH or HLI);
  - A maximum of 2% for private/ charity/self-sponsored;
  - A maximum of 3% for military candidates sponsored by the Ministry of Defence, federal police and federal prison, and also for candidates from emerging regions (Somali, Afar, Benishangul Gumuz, Gambella and South West Ethiopia);
  - The cumulative 3% quota for military and candidates from emerging regions will be applicable if only a support letter with a list of candidates from the respective offices is sent to MOH during the registration period;
  - A maximum of 5% for candidates from neighboring countries;
  - The quota indicated above for military, emerging regions and foreigners is to be referred only from the total available admission spots in the country, not to the specific specialties.;
- If the quota of candidates from federal sponsors or for private/charity/selfsponsored candidates, or for emerging regions, is not utilized, the allocated quota will be given to foreign applicants or to government sponsored ones accordingly.

## Appeal on matching

- Appeal on matching is made through the hot line # 952 of the Ministry of Health from Monday to Friday in working hours within one week after matching.
- Response for the appeal will be given through the 952 hotline.
- In person appeal at MOH is highly discouraged.
- Candidates must be reserved from any harassment or offense on the ministry staff in whichever way during appeal or any other time. If this happens, MOH will disqualify them, deny matching, deny application to next ERMP, and even ask them legally.
- We will not accept any appeal on place or specialty change for ANY REASON.

## D. Deployment for residency training

- A final list of all matched candidates disaggregated by program and sponsor will be sent to all respective universities/hospital medical colleges running a residency program for further facilitation of registration/admission.
- A final list of matched candidates to be sponsored by MOH will be sent to MOH Legal Service Executive Office for further facilitation of agreement signing procedures.
- Registration (admission) of candidates will then take place in each university/hospital
   medical college according the schedule of the training institution.
- During registration/admission all matched candidates (except the self-sponsored ones and those sponsored by MOH) will be requested to submit an official sponsorship letter.
- Then all matched candidates who are sponsored by MOH, and who have reported to the registrar office for admission should go to the "ERMP MOH sponsorship website" and complete the online agreement signing.
- The Legal Services Executive Office of the ministry will finally approve the
  completeness of the agreement signing procedure, and a list of final candidates
  who have completed the agreement signing will be shared to all Human Resource
  offices of the respective universities or medical colleges
- The HR offices of the training institutions will then submit the list of all signed candidates sponsored by MOH to their finance offices for further facilitation of salary payment. If an MOH sponsored candidate is unable to complete the agreement signing with LSEO, he/she will not be allowed to have any training or practice in the department, and also there will not be any salary issue to be entertained.
- Also, during registration/admission all matched candidates (no matter who the sponsor is, including self-sponsored ones) will be requested to submit evidence of paying back their cost-sharing for their undergraduate education to the registrar of the university/hospital medical college to where they are matched.
- Any transfer request from one program to another is totally unacceptable. But, requests on transfer from one school to another can be addressed by the respective institutions, if a resident has completed R- I and has a pass mark to R-II, However, such issues will not be entertained here at MOH at any time.

# VI. Sponsorship:

The following options are possible to be considered as sponsor:

## A. Central sponsorship by MOH:

- Any Ethiopian medical residency candidate is eligible to seek MOH sponsorship if he/she:
  - has already served in a government facility as a GP at least for 2 years;
  - is <u>currently</u> (during the <u>registration period</u>) <u>serving</u> as a general practitioner in any public or non-public health facility or organization;
  - signs an agreement after matching with the Legal service Executive
     Office of the ministry committing to serve in the public system after graduation.
- Candidates from higher learning institution (HLI), Ministry of defence, federal
   Police and federal prison are to be sponsored by their own employing
   institution; if they don't get a sponsorship from their organization, for any
   reason, MOH will not sponsor them;
- Candidates sponsored by MOH must know that if they are matched, they will be
  disconnected from their former employer (RHB or Hospital) and get employed on
  a contract basis in the training intuitions they are matched and deployed to, for
  the period of their residency training.
- If one discontinues his/her residency training at a certain point (dropout or withdrawal or dismissal), MOH will not take any responsibility for re-employment.
   It's the candidate's full responsibility to get back to his previous employment or seek a new employment.
- As of next year's ERMP, MOH might withdraw totally from being a sponsor or might agree to sponsor for very few selected programs as per the national human resource need of the country, and other justifications.

- B. **Higher Learning Institutions as Sponsor:** are those candidates who are employees of a higher learning institution (university) and are sponsored by that institution. They are required to upload a scanned copy of a valid sponsorship letter in the space provided and select or write the name of the sponsoring organization.
- C. **Federal institutions as sponsor:** These are candidates who are to be sponsored by federal institutions (like federal prison, police, ministry of defense etc). Similarly, they are required to upload a scanned copy of a valid sponsorship letter in the space provided and write the name of the sponsoring organization.
- D. **Private or Charity organizations as sponsor:** These are candidates who are to be sponsored by any private or charity organization, thus they are supposed to sign a sponsorship agreement with their sponsoring institution/organization. Such candidates also are required to upload a scanned copy of a valid sponsorship letter in the space provided and write the name of the sponsoring organization.
- E. **Self-sponsor:** Any applicant who wishes to support him/herself for the period of residency training (except tuition fee).
- F. **Foreign applicants:** these are candidates who got a partial scholarship (tuition fee waiver only) by the Ethiopian Government. Those who benefit from the scholarship but apply on an individual basis must upload their evidence (a letter from the Ethiopian ministry of Foreign Affairs) during online application.

# VII. Admission and Registration

For the 2017 Ethiopian academic year on, all colleges/schools will admit residents during the months of **December-January.** 

**Admission and Registration:** Successful candidates are expected to report to the department/school they are matched for within the department/school's registration deadline. Those candidates who did not register within the deadline will not be entertained.

Clearance: Matched candidates who are to be sponsored by MOH should come with a recent official clearance letter (with in the maximum of 2 months back from the date of matching announcement) from their organization (dated and stamped), and should present to the human resource office of the respective institutions, so that the monthly salary payment of the new residents can be facilitated.

Similarly, candidates who are matched and deployed to Adama, Yirgalem, Myung Sung and Yekatiti 12 HMC should present their clearance, as it's stated above, to the Competency and Human Resources Executive office of the ministry when requested.

**Official Transcript:** While registering at the registrar office, matched candidates are responsible to process an official copy of their undergraduate transcript from the school/university where they studied medicine to the school/university to where they are matched and deployed for residency training.

Any issue of clearance or official transcript is not going to be entertained here at MOH at any time. Neither MOH nor MOE will be responsible for these issues..

**Post Registration scenarios:** After registration and starting residency training all <u>rules and</u> <u>regulations of the respective school apply for all ACADEMIC ISSUES.</u> If a resident wishes to change his/her place of study for any reason, he/she can apply to the school/college administration as long as he/she has a PASS score for RI residency. However, <u>change of field</u> <u>of study is strictly prohibited</u> since it seriously affects the merit- based matching and the sponsor's human resource development plan.

# VIII. Salary and Incentives of MOH Sponsored Residents

#### General considerations

- MOH and MOE created an understanding on the salary payment modality for MOH sponsored residents.
- MOH and Ministry of Finance created an understanding onallocation of funding for salaries and related expenses of residents sponsored by MOH.
- Source of Funding: The Federal government will allocate a budget to cover the salary, incentives, detachment and research funding of MOH sponsored residents during the training. <a href="It must be noted that this does not include candidates sponsored by other sponsors">It must be noted that this does not include candidates sponsored by other sponsors other than MOH.</a>
- Way of effecting payment: Residency Training institutes will pay the salary and
  incentives to their residents who completed agreement signing with MOH (making
  sure that the residents are on training0, and then request a budget as per the
  expenses they had for residents' payment.
- Amount of Salary: Matched MOH sponsored candidates will earn a uniform salary which amounts the salary of a GP lecturer. In doing so, they will sign a contract agreement with the training institution for the period of the training.
- **Incentives**: these include allowances that are given to residents during the period of the training for housing, transportation and stationary allowances on a monthly basis.
- **Duty Payment**: Each resident will receive duty payment as per the Civil Service Commission duty payment guideline of "Sene 29, 2001 EC, revised in 2005 EC.
- Research Budget: Each public sponsored resident will receive a budget from the school to conduct a research as per the training institution's legislation.
- **Leaves:** A resident will have a 4 weeks annual leave each year. A pregnant resident can legally take the permitted 4 months leave, but she must know that she might not go with her cohorts.
- Withdrawal/ Dropout: if a resident takes withdrawal or drops out he/she will be governed by the institution's rules and regulations and by the contract agreement he/she has signed with the institution, including the termination of his/her salary.

## **Annex I: Declaration by applicants**

We advise applicants to undergo meticulous medical (general, ophthalmologic) examination before completing this declaration.

- 1. I am solely responsible for my choices of specialty and institutions and for the matching outcome based on these choices.
- 2. I declare that I have no medical conditions that can hinder my performance in any of the residency programs I have listed for matching.
- 3. I understand that both the residency program and myself as an applicant are bound by the result of the Matching. I also understand that my actual entry into the training program is contingent upon satisfactory completion of the medical fitness prerequisites set by the program.
  - e.g. for surgical fields including Ophthalmology, Otolaryngology HNS and other surgical fields requiring specific fitness tests, prior medical fitness test (physical disability assessment, ophthalmic examination including visual acuity, color vision test, stereopsis, alignment tests and slit-lamp examination) is the responsibility of the candidate. See the "Physical and Visual Standards for Residency Candidates" in annex II.
    - In case the department for which I am matched denies me a spot for registration because of any health-related issues, I do agree to consider myself as unmatched.
- 4. I declare that I have no obligations that prevent me from accepting the matched institution or program.
- 5. I understand that the ERMP cannot guarantee my continuation of training in the residency program rather this is contingent upon my performance as a resident based on the curricular requirements of that specific program.
- 6. I authorize the use of any information I provided in any study approved by the ERMP provided that the information is kept anonymous and unique identifiers are not revealed.
- 7. I confirm that the information I provided in this application is genuine and take all the responsibility and accountability for issues coming as a consequence.

## Annex II: Physical examination details for surgical fields

**Background**: Occupational Visual standard is a terminology referring to the requirement of a particular level of vision to be able to perform surgical procedures effectively and safely.

Visual abnormalities are common in the general population. Literature shows that 8% of males are colour blind (1) and 3% of the public is stereoblind (2). These abnormalities are treatable in adults.

As visual abnormalities could affect candidates' performances and may harm patients, individuals with these abnormalities are not advised to pursue a career in surgical performance.

With the aim of protecting the public and the surgical practitioners, this physical and visual standard is developed to help candidates to conduct checkup prior to applying to join a specific surgical program.

#### The physical fitness test detail requirements are shown below.

**1. General Dexterity:** there shouldn't be major physical disability affecting gross and fine motor activities.

#### 2. Visual Standards for surgical fields in Ethiopia

- Distance vision, with or without correction,
  - o 6/9 or better monocularly, and 6/6 or better binocularly.
- Near vision of N5 at 30-50cms.
- Refractive error must not exceed
  - +5.00 to -6.00 dioptres along the most ametropic meridian,
  - o with no more than 2.00 dioptres of astigmatism and
  - o no more than 2.00 dioptres of anisometropia.
- If the visual requirement is met only with the use of correction, the spectacles or contact lenses must provide optimal visual function.
- Normal binocular vision. Heterophorias not exceeding
  - 10Δ esophoria,
  - 8Δ exophoria,
  - $\circ$  2Δ hyperphoria at distance or 8Δ esophoria, 12Δ exophoria, 1Δ hyperphoria at near.
  - o Normal convergence.
- For Ophthalmology and Neuro surgery residency /fellow applicants
  - o stereo acuity should be ≥ 40 Sec arc.
  - o for surgery and Gyn-Obs ≥200 sec arc.
- Normal color perception (defined as no mistakes on Ishihara plates).