



J-1 ECFMG PROCEDURES FOR CLINICAL APPOINTMENTS AT THE UNIVERSITY OF TEXAS HEALTH SCIENCE CENTER AT HOUSTON (UTHSC-H) & TEXAS HEART INSTITUTE (THI)

The J-1 Alien Physician visa is sponsored by the Educational Commission for Foreign Medical Graduates (ECFMG) to foreign national medical graduates who are accepted by U.S. institutions to undertake clinical training/employment. Associated training/employment authorization is specific to the duration and activities associated with a particular training program. For further reference, please review ECFMG's website: <http://www.ecfm.org>

The appropriate immigration document for a J-1 Alien Physician is Form DS-2019. A request for Form DS-2019 for clinical appointments at UTHSC-H & THI should be initiated by individual departments and must be approved by the Dean of the UT Medical School or appropriate THI Administrative Office. The following items must be provided to the Office of International Affairs (OIA):

Department

- GME Program Coordinators notify OIA of all non-U.S. Citizens accepted to their GME program by providing a MEMO indicating their names, GME program accepted to, program dates, and PGY level. A copy of the offer letter should also be submitted if one was issued.
- Copy of Department residency/fellowship application and/or C.V.
- Copy of program description if program is a fellowship. Please note that program description should follow ECFMG guidelines which may be found at the ECFMG website: <http://www.ecfm.org> under J-1 visa sponsorship application materials.

International Medical Graduate (IMG)

- Completed Initial or Continuation ECFMG application which may be downloaded from the ECFMG website <http://www.ecfm.org> If GME program is ACGME-Accredited please refer to the Checklist for Initial/Continuation Sponsorship in ACGME-Accredited Clinical Training Programs and provide OIA with all required documents. If GME program is **not** ACGME-Accredited please refer to the Checklist for Initial/Continuation Sponsorship in Non-Standard Clinical Training Programs and provide OIA with all required documents. If IMG is entering Chief Residency please refer to the Checklist for Continuation Sponsorship in Chief Residency Training Programs and provide OIA with all required documents.
- Contract Letter (two party signature)
 - UTHSC-H Contract Letter must be signed by Dean of Medical School and IMG.
 - THI Contract Letter must be signed by appropriate THI Administrative Office and IMG.
- \$200.00 annual ECFMG fee for issuance of Form DS-2019. OIA strongly encourages payment to be made on-line through ECFMG website via OASIS. Although payment may be made by personal check payable in U.S. dollars to ECFMG, this type of payment could significantly delay ECFMG visa sponsorship.
- Letter from the Ministry of Health of IMG's country of last legal permanent residence providing assurance that there is a need in that country for persons with the skills the foreign national physician will acquire in the U.S.
- Copy of ECFMG certificate.

Additional information regarding ECFMG credentialing and/or visa sponsorship maybe obtained from: www.ecfm.org