

Supervisory Medical Officer (Aviation Medicine)

DEPARTMENT OF TRANSPORTATION

Federal Aviation Administration

Aviation Safety, Office of Aerospace Medicine, Aerospace Medical Education Division,
AAM-400

Overview

Open & closing dates

05/09/2023 to 06/07/2023

Pay scale & grade

FV M

Service

Excepted

Salary

\$171,109.00 - \$212,100.00 / Per Year

Salary includes locality pay of 16.50%

Appointment type

Permanent

Work schedule

Full Time

Locations

Oklahoma City, Oklahoma - Vacancies: 1

Relocation expenses reimbursed

Yes - Fixed Rate PCS - Permanent Change of Station (U.S. Citizens) - In accordance with applicable FAA Travel regulations, a fixed relocation payment of \$10,000 will be paid to new hires to Federal service, former Federal employees (reinstatements), and student trainees. A fixed relocation payment of \$27,000 will be paid to current Federal employees. Relocation expenses paid are subject to applicable taxes.

Telework eligible

Yes - as determined by the agency policy.

This job is open to

[U.S. Citizens](#)

[Individuals with Disabilities](#)

[Veterans](#)

[Special Authorities - 30% or more; VRA](#)

Clarification from the agency

Open to all U.S. Citizens

Announcement number

AAC-AAM-23-AAM400-84496

Control number

Duties

Summary

Serves as the Division Manager for the Aerospace Medical Education Division (AAM-400) of the Civil Aerospace Medical Institute. Responsible for designee AME management, training and training outreach. Serves as the agency's medical focal point in direction and coordinating the activities of a professional, technical, and clerical group engaged in policy development, planning, arranging, administering, evaluating and furnishing medical and technical guidance.

Responsibilities

The work of the organization directly impacts the mission of the entire agency and the National Air Space.

Managerial duties typically affect employees and managers in more than one organizational unit/project/program and include: planning; communicating the organization's vision and objectives; setting priorities; assigning tasks and responsibilities; monitoring and evaluating performance; coaching and developing employee capabilities; approving leave; and taking, recommending or approving corrective/disciplinary actions as appropriate.

Defines, plans, and organizes assigned budget, staff, and other resources to accomplish objectives. Applies an advanced knowledge of the technical aspects of the work directed, an advanced knowledge of budget, human resource, and other administrative policies and procedures, and an advanced understanding of the objectives of the major subdivision.

Administers a centralized program for the selection, designation, training, and management of the physicians appointed to conduct physical examinations and issue medical certificates for the Federal Aviation Administration to civil airmen throughout the United States, and to those abroad. Military flight surgeons are also included as appointees in the program.

Establishes and updates medical training requirements for physicians designated as Aviation Medical Examiners and assuring the conduct of medical education programs meet those needs. Assures that the continuing medical education (CME) programs offered meet the quality requirements necessary to merit approval by the Accreditation Council for Continuing Medical Education and the Osteopathic Physicians Associations and Surgeons Association.

Responsible for planning, developing aeromedical curricula, administering, and/or arranging professional seminars, workshops, and training for pilots, inspectors, and other aviation personnel. Such seminars and training include the areas of global survival, medical aspects of aircraft accident investigations, Aerospace/Occupational Medicine, and aeromedical physiological training.

Responsible for planning, developing aeromedical instructional materials, and administering national, centralized, medical education programs for airmen, including medical exhibits and films in support of aviation safety, promoting aviation safety, and the National Accident Prevention Program. Results of research projects conducted by the Civil

Aerospace Medical Institute (CAMI) are reviewed for their pertinence of aeromedical course content and are incorporated as appropriate.

Develops medical content and disseminates medical education information through a variety of media and lectures to FAA components and the aviation public upon approval by the CAMI Director and the Federal Air Surgeon.

Serves as the centralized national resource for aeromedical education data and for the consultation on aeromedical education information and issues for all of the aviation community including the various state departments of aviation. Conducts Regional Flight Surgeon Duties regarding international, military, and federal region- which is the second largest region in AAM.

Serves as the key advisor to the Federal Air Surgeon with respect to aeromedical education and training requirements and activities as they affect the formulation of overall FAA medical policies and plans; interacts directly with the Regional Flight Surgeons on these medical education matters.

Administers a highly specialized library system in support of a broad range of aeromedical and aviation safety reference/research programs including: aviation medicine, forensic medicine, basic bio-medical sciences, occupational health, human factors engineering, psychology, transportation safety and other related areas.

Regularly called upon to identify problem areas and to develop and recommend new policies and procedures for resolution.

Performs other duties as assigned.

Travel Required

25% or Less - The job may require up to 25% travel.

Supervisory status

Yes

Promotion Potential

NA

Job family (Series)

0602 Medical Officer

Requirements

Conditions of Employment

- US Citizenship is required.
- Selective Service Registration is required for males born after 12/31/1959.
- This position has a positive education requirement. Transcript(s) required.
- Successful completion of a security investigation may be required.
- A one-year supervisor/managerial probationary period may be required.
- Medical Licenses & Certificates Required. Copies must be submitted.
- Please review Required Documents & Additional Information.

Qualifications

BASIC REQUIREMENTS:

Degree: Doctor of Medicine, Doctor of Osteopathic Medicine or equivalent from a school in the United States or Canada. This degree must have been accredited by the [Council on Medical Education of the American Medical Association \(external link\)](#); [Association of American Medical Colleges \(external link\)](#); [Liaison Committee on Medical Education \(external link\)](#); [Commission on Osteopathic College Accreditation of the American Osteopathic Association \(external link\)](#), or an accrediting body recognized by the [U.S. Department of Education \(external link\)](#) at the time the degree was obtained. *(copies of transcripts must be uploaded)*

Degree from Foreign Medical School: A Doctor of Medicine or equivalent degree from a foreign medical school must provide education and medical knowledge equivalent to accredited schools in the United States. Evidence of equivalency to accredited schools in the United States is demonstrated by permanent certification by the [Educational Commission for Foreign Medical Graduates \(external link\)](#), a fifth pathway certificate for Americans who completed premedical education in the United States and graduate education in a foreign country, or successful completion of the U.S. Medical Licensing Examination.

Licensure: For all grade levels and positions, applicants must possess a current, active, full, and unrestricted license or registration as a Physician from a State, the District of Columbia, the Commonwealth of Puerto Rico, or a territory of the United States. *(copy of licensure must be uploaded)*

Note: An agency may waive the licensure requirement for research positions not involving direct patient care.

Graduate Training: Subsequent to obtaining a Doctor of Medicine or Doctor of Osteopathic Medicine degree, a candidate must have had at least 1 year of supervised experience providing direct service in a clinical setting, i.e., a 1-year internship or the first year of a residency program in a hospital or an institution accredited for such training. For purposes of this standard, graduate training programs include only those internship, residency, and fellowship programs that are approved by accrediting bodies recognized within the United States or Canada. Descriptions of such programs are described below.

An internship program involves broadly based clinical practice in which physicians acquire experience in treating a variety of medical problems under supervision (e.g., internal medicine, surgery, general practice, obstetrics-gynecology, and pediatrics). Such programs are in hospitals or other institutions accredited for internship training by a recognized body of the [Accreditation Council for Graduate Medical Education \(ACGME\) \(external link\)](#).

A residency program involves training in a specialized field of medicine in a hospital or an institution accredited for training in the specialty by a recognized body of the [American Medical Association \(external link\)](#), (AMA) or [Accreditation Council for Graduate Medical Education \(ACGME\) \(external link\)](#).

A fellowship program involves advanced training (beyond residency training) in a given medical specialty in either a clinical or research setting in a hospital or an institution accredited in the United States for such training.

AND,

EXPERIENCE: All successful applicants must have five (5) years of graduate training in the specialty of the position to be filled (Aerospace Medicine) that has equipped the applicant with the particular knowledge, skills, and abilities (KSAs) to perform successfully the duties of the position, and is typically in or related to the position being filled. For instance, applicants will demonstrate experience with design, development, delivery and administration of an Aerospace Medical Program. Knowledge, skills, and abilities for work in this program area may have been acquired in fields such as internal medicine, pulmonary disease, cardiovascular disease, family practice, psychiatry, preventive medicine, occupational health or public health.

AND

In addition to the minimum qualifications, the following has been determined to be a Quality Ranking Factor for this position.

QUALITY RANKING FACTOR (QRF): Well-Qualified applicants will have: 1) Current certification in Aerospace Medicine from the American Board of Preventive Medicine or American Osteopathic Board of Preventive Medicine; AND 2) Document experience as an FAA-designated Aviation Medical Examiner (AME).

Applicants should provide examples of specialized experience in their work history. Qualifications must be met by the closing date of this vacancy announcement.

Education

This position has a positive education requirement: Applicants must submit a copy of their college or university transcripts(s) and certificates by the closing date of announcement to verify qualifications. If selected, an official transcript will be required prior to appointment. You may upload these documents with your application in USAJOBS or fax it to fax number provided in the announcement (please include announcement number on each page).

Failure to do so will result in loss of consideration.

Schools must be accredited by an accrediting institution recognized by the U.S. Department of Education. Accreditation may be verified at the following website: www.ed.gov/accreditation.

Foreign education must be evaluated by a private professional organization specializing in interpretation of foreign education credentials or an accredited U.S. educational institution in terms of equivalence to a degree acquired at an American college or university. A copy of the evaluation results must be included, otherwise your foreign education will not be considered.

KSA INFORMATION:

Information Regarding KSAs: As a part of the Federal-Wide Hiring Reform Initiative (streamlining the hiring process), the FAA is committed to eliminating the use of the Knowledge, Skills and Ability (KSA) narratives from the initial application in the hiring process for all announcements. Therefore, as an applicant for this announcement, you are NOT required to provide a narrative response in the text box listed below each KSA.

In lieu of providing a KSA narrative response in the text box listed below each Leadership and Management Dimensions; or Other Factors, in your work history, please include information that provides specific examples of how you meet the response level or answer you chose for each KSA. Your work history examples should be specific and clearly reflect the highest level of ability. Your KSA answers will be evaluated further to validate whether the level that you selected is appropriate based on the work history and experience you provided. Your answers may be adjusted by a HR Specialist as appropriate.

Eligible applicants meeting the minimum qualification requirements and selective factor(s), if applicable, may be further evaluated on the Knowledge, Skills and Abilities (KSA); Leadership and Management Dimensions and Other Factors listed in the announcement. Based on this evaluation, applicants will be placed in one of the following categories: score order, category grouping, or priority grouping and referred to the selecting official for consideration.

Preview Job Questionnaire

<https://jobs.faa.gov/login/viewquestionnaire.aspx?vid=84496>

Make sure your Resume includes detailed information to support your qualifications and answers to the job questionnaire.

Additional information

We may use this vacancy to fill other similar vacant positions.

Position may be subject to a background investigation.

A one-year probationary period may be required.

The person selected for this position may be required to file a financial disclosure statement within 30 days of entry on duty. FAA policy limits certain outside employment and financial investments in aviation-related companies. www.faa.gov/jobs/working_here/financial_disclosure_requirements

The U.S. Department of Transportation strives to ensure that equity, transparency, accountability, collaboration, and communication permeate all that we do for the betterment of the Department, the traveling public, and our nation. As such, DOT values a highly diverse workforce of persons who promote a culture of belonging by respecting the personal dignity and worth of each individual and fostering a positive environment where all feel safe and welcome. If these commitments coincide with your personal ideals and professional aspirations, please consider joining the DOT family.

Leave Enhancement: FAA organizations may offer enhanced annual leave accrual to newly appointed or reappointed employees. In order to receive consideration for such a benefit, applicants' prior non-Federal service or active duty uniformed service must directly relate to the duties of the position to which appointed. Granting enhanced annual leave is at the sole discretion of the hiring organization, and granting such benefit is not an entitlement nor guaranteed to any newly hired employee.

Applications will be accepted from any U.S. citizen. On-the-Spot will be used to fill this position. The 'Rule of Three', Veterans Preference and traditional rating and ranking of applicants does not apply to this vacancy.

NOTES:

1) If eligible, Permanent Change of Station (PCS) will be paid in accordance with the Federal Aviation Administrative Travel Policy (FAATP).

2) Some, all or none of the applicants may be interviewed.

3) This position is covered by the FAA Core Compensation plan. Additional information about core compensation is available on the following website: https://www.faa.gov/jobs/working_here/benefits

4) Pay rates including locality pay are capped by law at \$212,100 - the rate for level II of the Executive Schedule (P.L. 104-264 paragraph 40122c).

5) Applicants must apply on-line to receive consideration for this vacancy announcement. Faxed, mailed or e-mailed applications cannot be accepted. Please ensure you answer all questions and follow all instructions carefully. Errors or omissions may impact your rating or may result in you not being considered for the job.

6) Additional information regarding living in Oklahoma can be found at www.abetterlifeokc.com

7) To confirm receipt of emailed documents, please contact Kinsley Kerlick.

This position is eligible but not in a bargaining unit.

Links to Important Information: [Locality Pay, COLA](#)

How You Will Be Evaluated

IMPORTANT: Applicants may be rated on the extent and quality of experience, education, and training relevant to the duties of the position(s). All answers provided in the on-line process must be substantiated. Ensure that your application package/resume supports your responses.

Background checks and security clearance

Security clearance

Other

Drug test required

No

REQUIRED DOCUMENTS

Supplemental documentation will be accepted in combination with your on-line application. These documents must be uploaded or emailed to 9-AMC-AHF-C400@faa.gov on or before the closing date of this announcement. All submitted documents should reference the announcement number.

In order to verify qualifications, copies of transcripts, licenses, and certifications must be uploaded or emailed prior to the closing date. Failure to do so will eliminate you from consideration. Schools must be accredited by an accrediting institution recognized by the U.S. Department of Education.

This position has a positive education requirement; college transcripts are required for ALL candidates newly appointed to the FAA in the 602 series.

College transcripts must be submitted from current FAA employees applying for internal vacancies if they have never held a position in the 602 series with the FAA.

College transcripts are not required from current FAA employees who are currently occupying a 602 series.

If selected, official transcripts are required prior to employment.

If you are relying on your education to meet qualification requirements:

Education must be accredited by an accrediting institution recognized by the U.S. Department of Education in order for it to be credited towards qualifications. Therefore, provide only the attendance and/or degrees from [schools accredited by accrediting institutions recognized by the U.S. Department of Education](https://www.ed.gov/accreditation)(<https://www.ed.gov/accreditation>).

Failure to provide all of the required information as stated in this vacancy announcement may result in an ineligible rating or may affect the overall rating.

Benefits

A career with the U.S. Government provides employees with a comprehensive benefits package. As a federal employee, you and your family will have access to a range of benefits that are designed to make your federal career very rewarding.

- [Benefits for federal employees](https://www.usa.gov/benefits-for-federal-employees#item-36407)
(<https://www.usa.gov/benefits-for-federal-employees#item-36407>)

- [Healthcare insurance](https://www.opm.gov/healthcare-insurance/)
(<https://www.opm.gov/healthcare-insurance/>)
- [Pay and leave](https://www.usajobs.gov/Help/working-in-government/pay-and-leave/)
(<https://www.usajobs.gov/Help/working-in-government/pay-and-leave/>)

http://www.faa.gov/jobs/working_here/benefits/

Eligibility for benefits depends on the type of position you hold and whether your position is full-time, part-time, or intermittent. Contact the hiring agency for more information on the specific benefits offered.

How to Apply

You must apply online to receive consideration. Your application must be submitted by 11:59 PM Eastern Time on the Close Date for it to be accepted. If you are applying for positions associated with FAA registers, your application must be submitted at the time a referral list is created in order to receive consideration for positions associated with a register.

IN DESCRIBING YOUR WORK EXPERIENCE AND/OR EDUCATION, PLEASE BE CLEAR AND SPECIFIC REGARDING YOUR EXPERIENCE OR EDUCATION.

We strongly encourage applicants to utilize the USAJOBS resume builder in the creation of resumes.

Please ensure EACH work history includes ALL of the following information:

- Job Title (include series and grade if Federal Job)
- Duties (be specific in describing your duties)
- Employer's name and address
- Supervisor name and phone number
- Start and end dates including month and year (e.g. June 2007 to April 2008)
- Full-time or part-time status (include hours worked per week)
- Salary

Determining length of General or Specialized Experience is dependent on the above information and failure to provide ALL of this information may result in a finding of ineligible.

You may upload completed documents to your USAJOBS Account. This will provide you the opportunity to utilize the uploaded information again when applying for future vacancies. Please see this guide, [Document Upload Guide](#), for more information on uploading and re-using the documents in your applications.

Agency contact information

Kinsley Kerlick

Phone

1 (405) 954-7990

Fax

Email

kinsley.l.kerlick@faa.gov

Address

Federal Aviation Administration

AAC Regional HR Services Division

6500 S. MacArthur Blvd, HQ Room 155

AHF-S210

Oklahoma City, OK

73169

US

Thanks to the work of the Federal Aviation Administration (FAA), over the past 60 years, aviation has become central to the way we live and do business, linking people from coast to coast and connecting America to the world. In fact, FAA has created the safest, most reliable, most efficient, and most productive air transportation system in the world. The FAA operates from locations across the U.S. and around the world. The agency is headquartered in Washington, D.C. and maintains nine regional offices, Air Route Traffic Control Centers and Terminal Radar Approach Control Facilities across the nation, and other key facilities. In addition, the FAA maintains a presence in every major and regional airport in the United States and has several international offices around the globe.

Visit our careers page

Learn more about what it's like to work at Federal Aviation Administration, what the agency does, and about the types of careers this agency offers.

<http://www.faa.gov/jobs/>

Next steps

Once we receive your complete application, the Human Resources Office will conduct an evaluation of your qualifications. Eligible and qualified candidates will be referred to the hiring manager for consideration. You will be contacted directly if selected for an interview.

For instructions on how to check the status of your application, please go to: [USAJOBS Help Guide](#).

Important - If you make any changes to your application, you must resubmit it. If you make changes to your application and do not resubmit it, your changes will not be considered part of your application package, and only your previously submitted application will be evaluated.

All qualified applicants will be considered regardless of political affiliation, race, color, religion, national origin, gender, sexual orientation, marital status, age, disability, or other non-merit factors. DOT provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency contact listed in the Agency Contact Information section of this announcement or the hiring manager. An employee with a disability must notify the decision-maker of the accommodation request. Job applicants and employees are required to follow up oral requests in writing. Decisions on granting reasonable accommodation will be made on a case-by-case basis. Additional information on

reasonable accommodations procedures or on EEO Programs is available on [Office of Civil Rights \(ACR\)](#) or by contacting the local FAA Civil Rights Office.

Fair & Transparent

The Federal hiring process is setup to be fair and transparent. Please read the following guidance.

Equal Employment Opportunity Policy

The United States Government does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy And gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor.

- [Equal Employment Opportunity \(EEO\) for federal employees & job applicants \(https://www.eeoc.gov/federal/fed_employees/index.cfm\)](https://www.eeoc.gov/federal/fed_employees/index.cfm)

Reasonable Accommodation Policy

Federal agencies must provide reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application process should follow the instructions in the job opportunity announcement. For any part of the remaining hiring process, applicants should contact the hiring agency directly. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

A reasonable accommodation is any change in the workplace or the way things are customarily done that provides an equal employment opportunity to an individual with a disability. Under the Rehabilitation Act of 1973 the Equal Employment Opportunity Commission (EEOC) must provide reasonable accommodations:

- An applicant with a disability needs an accommodation to have an equal opportunity to apply for a job.
- An employee with a disability needs an accommodation to perform the essential job duties or to gain access to the workplace.
- An employee with a disability needs an accommodation to receive equal access to benefits, such as details, training, and office-sponsored events.
- [Disability Employment - Reasonable Accommodations \(https://www.opm.gov/policy-data-oversight/disability-employment/reasonable-accommodations/\)](https://www.opm.gov/policy-data-oversight/disability-employment/reasonable-accommodations/)
- [How to contact an agency \(https://www.uat.usajobs.gov/Help/how-to/application/agency/contact/\)](https://www.uat.usajobs.gov/Help/how-to/application/agency/contact/)

Legal and regulatory guidance

[Financial suitability](https://www.uat.usajobs.gov//Help/working-in-government/fair-and-transparent/financial-suitability/)

[\(https://www.uat.usajobs.gov//Help/working-in-government/fair-and-transparent/financial-suitability/\)](https://www.uat.usajobs.gov//Help/working-in-government/fair-and-transparent/financial-suitability/)

[Privacy Act](https://www.uat.usajobs.gov//Help/working-in-government/fair-and-transparent/privacy-act/)

[\(https://www.uat.usajobs.gov//Help/working-in-government/fair-and-transparent/privacy-act/\)](https://www.uat.usajobs.gov//Help/working-in-government/fair-and-transparent/privacy-act/)

[Selective Service](https://www.uat.usajobs.gov//Help/working-in-government/fair-and-transparent/selective-service/)

[\(https://www.uat.usajobs.gov//Help/working-in-government/fair-and-transparent/selective-service/\)](https://www.uat.usajobs.gov//Help/working-in-government/fair-and-transparent/selective-service/)

[Social security number request](https://www.uat.usajobs.gov//Help/working-in-government/fair-and-transparent/social-security-number/)

[\(https://www.uat.usajobs.gov//Help/working-in-government/fair-and-transparent/social-security-number/\)](https://www.uat.usajobs.gov//Help/working-in-government/fair-and-transparent/social-security-number/)

[Signature & False statements](https://www.uat.usajobs.gov//Help/working-in-government/fair-and-transparent/signature-false-statements/)

[\(https://www.uat.usajobs.gov//Help/working-in-government/fair-and-transparent/signature-false-statements/\)](https://www.uat.usajobs.gov//Help/working-in-government/fair-and-transparent/signature-false-statements/)

[New employee probationary period](https://www.uat.usajobs.gov//Help/working-in-government/fair-and-transparent/probationary-period/)

[\(https://www.uat.usajobs.gov//Help/working-in-government/fair-and-transparent/probationary-period/\)](https://www.uat.usajobs.gov//Help/working-in-government/fair-and-transparent/probationary-period/)

The following are the Evaluation Criteria that are presented to an applicant when completing the application questionnaire. NOTE: These questions are not displayed when reviewing the announcement but are presented to the applicant as they complete the application questionnaire.

Evaluation Criteria

Knowledge, Skills and Abilities (KSA)

1. Managerial Selection Factor 1: Ability to Achieve Results - Successful managers promote a sense of individual responsibility, professionalism, and pride for organizational performance. They set clear individual and unit or organizational performance objectives. They adjust the way work is performed to meet changing conditions and demands. They hold individuals accountable for achieving their performance objectives; and, they recognize and reward high performance. They take into account a variety of complex factors; and, they stay alert to changing customer needs and challenges. They evaluate business successes and failures and apply lessons learned.
2. Managerial Selection Factor 2: Ability to Lead People - Successful managers create an environment in which people thrive and accomplish their best. They use teamwork effectively to achieve business results. They ensure equal opportunity for all employees or applicants through compliance with applicable EEO laws and regulations. They capitalize on the full range of talent to enhance team performance; and, they provide feedback to employees to support their development. They consider the future talent needs of the unit or organization and implement appropriate workforce planning.
3. Managerial Selection Factor 3: Skill in Building Relationships - Successful managers communicate openly and honestly. They pay attention and communicate understanding. They foster open communication and exchange of ideas and knowledge. They consistently treat others with respect; and, they handle emotionally charged or controversial issues responsibly. They work collaboratively to resource and achieve critical priorities. They present viewpoints with courage and conviction; and, they make tough decisions and stand behind them.
4. Managerial Selection Factor 4: Ability to Lead Change - Successful managers build a shared vision with others across their organization. They plan for changing trends that can affect operations. They will change viewpoints, behavior and work methods in response to new information. They anticipate barriers and resistance to change and seek solutions. They recover quickly from setbacks; and, they handle complex or ambiguous situations effectively. They demonstrate a positive attitude to achieving results.

Other Factors

1. Quality Ranking Factor: The following has been determined to be a Quality Ranking Factor for this position. Well-qualified candidates

will 1) possess Current certification in Aerospace Medicine from the American Board of Preventive Medicine or American Osteopathic Board of Preventive Medicine; AND 2) Document experience as an FAA-designated Aviation Medical Examiner (AME).

2. Degree: Doctor of Medicine, Doctor of Osteopathic Medicine or equivalent from a school in the United States or Canada. This degree must have been accredited by the Council on Medical Education of the American Medical Association; Association of American Medical Colleges; Liaison Committee on Medical Education; Commission on Osteopathic College Accreditation of the American Osteopathic Association, or an accrediting body recognized by the U.S. Department of Education at the time the degree was obtained. (copies of transcripts must be uploaded) A Doctor of Medicine or equivalent degree from a foreign medical school must provide education and medical knowledge equivalent to accredited schools in the U.S.

3. Licensure: For all grade levels and positions, applicants must possess a current, active, full, and unrestricted license or registration as a Physician from a State, the District of Columbia, the Commonwealth of Puerto Rico, or a territory of the United States (copy of licensure must be uploaded).

4. Graduate Training: Subsequent to obtaining a Doctor of Medicine or Doctor of Osteopathic Medicine degree, a candidate must have had at least 1 year of supervised experience providing direct service in a clinical setting, i.e., a 1-year internship or the first year of a residency program in a hospital or an institution accredited for such training. For purposes of this standard, graduate training programs include only those internship, residency, and fellowship programs that are approved by accrediting bodies recognized within the United States or Canada.