

Congenital Cardiac Surgery Fellowship Match

Universal Application

2024 Match for 2025 Appointment Year

Thoracic Surgery Directors Association

Thoracic Surgery Directors Association Congenital Cardiac Surgery Fellowship Match Universal Application

Instructions

This application should either be typed or printed legibly in black ink. To complete an electronic version of the application, candidates should download and save the file to their desktop before completing and submitting. Electronic signatures are permitted.

Applicants are required to submit completed applications to Program Directors at programs to which they are applying. Completed applications, letters of recommendation, signed agreements and other application materials must be submitted electronically via email. Program directors and/or program coordinators will contact candidates they wish to interview and make the necessary arrangements. Any questions regarding required information (e.g., certificate dates, exam results, etc.) and interviews should be directed to the Program Directors at programs to which they are applying.

Eligibility: Individuals applying for the TSDA Congenital Cardiac Surgery Fellowship Match must meet the eligibility requirements as outlined by the [ACGME Program Requirements for Graduate Medical Education in Congenital Cardiac Surgery](#). Each participating institution may have additional eligibility requirements. TSDA is not responsible for ensuring that the requirements have been met by an applicant or for communicating requirements to applicants.

Each Congenital Cardiac Surgery Fellowship candidate must register with [SF Match](#), and submit a completed application, signed and dated Rules and Regulations agreement to Program Directors at programs to which they are applying by the application deadline. Applicants are also responsible for ensuring that any other application materials, including letters of recommendation, are submitted by the application deadline.

Training Cycle: All congenital cardiac surgery fellowship positions will be 24 months in duration and will be ACGME-accredited.

Only ACGME-accredited positions are included in the match. If a program offers training beyond the ACGME position included in the match, it is non-ACGME accredited and not associated with the TSDA Congenital Cardiac Surgery Fellowship Match. Fellows are not obligated to remain at a program to which they matched beyond the ACGME-accredited years of training. Program Directors are responsible for providing fellows with the opportunity to meet ABTS index case requirements within their ACGME-accredited training years.

Confidentiality: The rank order information submitted to SF Match for the purposes of its Congenital Cardiac Surgery Fellowship Match from applicants and programs is confidential.

Photograph: Program directors find photographs of applicants useful in identifying candidates with whom they have spoken during the interviewing process. Candidates are required to attach a photograph to their application if the application is scanned or submit a jpeg photograph in conjunction with a completed application.

Fees: Applicants are required to pay a \$75 registration fee to SF Match.

Letters of Recommendation: Each applicant is asked to submit the names of three mentors whom they believe can provide an assessment of their potential for a career in congenital cardiac surgery. One of these must be the applicant's cardiothoracic surgery residency program director, and their letter must include confirmation that the applicant has completed an ACGME-approved cardiothoracic surgery residency position at an ACGME-accredited program. It is the applicant's responsibility to ask these individuals for their letters of support and to be certain that they are submitted to the Program Director at programs where the applicant is applying by the deadline date.

Withdrawal: Applicants may withdraw from the match process when they log in to their SF Match account. If a program ranks an applicant who has withdrawn, the SF Match system will automatically skip the applicant during the match process.

Application Schedule (subject to change):

2024 TSDA Congenital Cardiac Surgery Fellowship Match Schedule for 2025 Appointment Year

June 17, 2024: Applicant registration opens on [SF Match](#). Applicants are encouraged to register with SF Match as early as possible to allow time for application submission and interviews.

July 31, 2024: Candidate application, signed and dated Rules and Regulations agreement, and letters of recommendation due to Program Directors.

August 1-September 30, 2024: Candidate interview period. Individual programs will provide information on how interviews will be conducted.

November 5, 2024, 12:00 p.m. PT: Rank lists due from applicants and program directors on [SF Match](#).

November 12, 2024, 9:00 a.m. PT: Match Day

November 13, 2024: Any vacancies which remain after the match will be announced on the Immediate Vacancies page of [SF Match](#). Vacancy listings are managed by individual programs.

July 1-September 1, 2025: Approximate start of congenital cardiac surgery fellowship positions.

Applicants must submit completed applications and supporting materials to Program Directors at programs at which they are applying. Program directors and/or program coordinators will contact candidates they wish to interview and make the necessary arrangements.

Application Check List:

- Completed Application
- Photo
- Curriculum Vitae (CV)
- List of Honors/Awards (if not included on CV)
- List of Publications (if not included on CV)
- Health/Ethical Considerations Attachment (if applicable, see p. 5 of application)
- Personal Statement
- Letter of Recommendation #1 from Program Director* (must confirm "All required clinical education for entry into a congenital cardiac surgery fellowship programs must be completed in an ACGME-accredited residency program, an AOA-approved residency program, a program with ACGME International (ACGME-I) Advanced Specialty Accreditation, or a Royal College of Physicians and Surgeons of Canada (RCPSC)-accredited or College of Family Physicians of Canada (CFPC)-accredited residency program located in Canada.")
- Letter of Recommendation #2*
- Letter of Recommendation #3*
- Signed TSDA Rules and Regulations agreement

*It is the applicant's responsibility to ask individuals for Letters of Recommendation and to be certain that they are submitted to the Program Directors at programs to which they are applying. The Program Director letter must include confirmation that the applicant has completed an ACGME-approved cardiothoracic surgery residency position at an ACGME-accredited program.

Contact Information:

SF Match

help@sfmitch.org

<https://sfmitch.org/>

415-447-0350

TSDA

tsda@tsda.org

<https://www.tsda.org/>

312-202-5854

6/17/2024

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First Name: _____

Middle Initial: _____

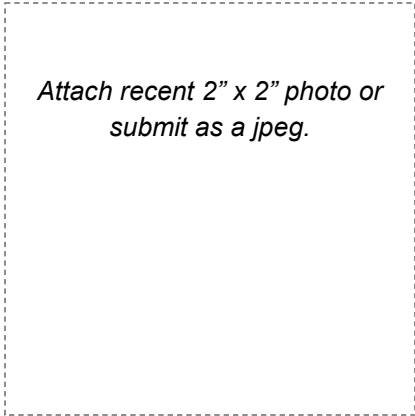
Last Name: _____

Designation(s): _____

Social Security Number: _____

Date of Birth (MM/DD/YYYY): _____

Gender Identification: Male _____ Female _____ Other _____



Home Address: _____
Address

_____ Apartment/Unit

_____ City

_____ State/Province

_____ Zip Code

_____ Country

Work Address: _____
Institution

_____ Address

_____ Mail Code/Department

_____ City

_____ State

_____ Zip Code

_____ Country

Telephone: (____) _____ (____) _____ (____) _____
Home Cell Work

Work/institution e-mail address: _____

Personal e-mail address: _____

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Name: _____

Citizenship: _____ U.S. _____ Other (_____)

If not U.S. Citizen: _____ Permanent _____ J-1 _____ Temporary _____ H-1

DEA Certification Number: _____ Expiration Date: _____

CPR Certification Date: _____ Expiration Date: _____

ACLS Certification Date: _____ Expiration Date: _____

NPI Number: _____

Education	School/Institution	State	From Mo/Year	To Mo/Year	Degree	Major/Area of Study
Undergraduate						
Graduate						
Medical School						
Internship						
General Surgery Residency						
Cardiothoracic Surgery Residency						
Other Residency or Fellowship						
Other Residency or Fellowship						
Research Experience						

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Name: _____

American Board of Surgery (ABS) Status: _____

Eligible (accepted by the ABS for Examination): _____
Date

Certified: _____ Certificate No.: _____
Date

American Board of Thoracic Surgery (ABTS) Status: _____

Select one:

_____ Eligible (accepted by the ABTS for Examination): _____
Date

_____ Anticipated completion of CT surgery residency: _____
Date

Certified: _____ Certificate No.: _____
Date

Examination Results

Exam	Year	Numeric Score	Percentile Rank
USMLE, Step I			
USMLE, Step II			
USMLE, Step III			

Exam	Year	Numeric Score	Percentile Rank
ABSITE I			
ABSITE II			
ABSITE III			
ABSITE IV			
ABSITE V			
ABSITE VI			
Flex: Part I			
Flex: Part II			

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Name: _____

Exam	Exam Year	PGY Year	Total ACMGE Residents: Correct Score	Total ACGME Residents: Residents Ranking	Total ACGME Residents: Cardiac-Correct Score	Total ACGME Residents: Cardiac Percentile Ranking	Total ACGME Residents: Thoracic Correct Score	Total ACGME Residents: Thoracic Percentile Ranking
TSDA In-Training Exam								
TSDA In-Training Exam								
TSDA In-Training Exam								
TSDA In-Training Exam								
TSDA In-Training Exam								
TSDA In-Training Exam								
TSDA In-Training Exam								
TSDA In-Training Exam								
TSDA In-Training Exam								

Medical Licensure

State: _____ No.: _____ Date Issued: _____ Expiration Date: _____

State: _____ No.: _____ Date Issued: _____ Expiration Date: _____

State: _____ No.: _____ Date Issued: _____ Expiration Date: _____

Name: _____

Honors/Awards

List honors and awards on a separate sheet of paper and submit with your application, or note below if Honors/Awards are included on CV.

Publications

List publications on a separate sheet of paper and submit with your application, or note below if publications are included on CV.

Health/Ethical Considerations

Since graduation from medical school, general surgery residency, or cardiothoracic surgery residency training, have you had any mental or physical health problems that would interfere with the practice of medicine?

_____ Yes _____ No

Have you had any problems with drug or alcohol abuse?

_____ Yes _____ No

Have you been subject to any disciplinary action in regard to your professional activities?

_____ Yes _____ No

Have you ever been under investigation by a governmental or other legal body?

_____ Yes _____ No

Elaborate on a separate sheet of paper any item above to which you have responded in the affirmative.

In an effort to link recent graduates of ACGME-accredited cardiac congenital surgery fellows with potential employers, TSDA has created a public page on its website that lists fellowship graduates.

Check here if you are agreeable to TSDA posting your name and a link to your CTSNet profile page on www.tsda.org when your fellowship has concluded.

Name: _____

Letters of Recommendation Letters of recommendation must be mailed directly to Program Directors at programs to which they are applying and be received by **July 31, 2024**.

1. Cardiothoracic Surgery Residency Program Director

Name: _____

Title: _____

Program/Institution: _____

Address: _____

City, State, Zip: _____

2. Name: _____

Title: _____

Program/Institution: _____

Address: _____

City, State, Zip: _____

3. Name: _____

Title: _____

Program/Institution: _____

Address: _____

City, State, Zip: _____

Name: _____

A complete list of participating programs and open positions is posted on [SF Match](#).

Only ACGME-accredited positions are included in the match. If a program offers training beyond the ACGME position included in the match, it is non-ACGME accredited and not associated with the TSDA Congenital Cardiac Surgery Fellowship Match. Fellows are not obligated to remain at a program to which they matched beyond the ACGME-accredited year(s) of training.

Program Directors are responsible for providing fellows with the opportunity to meet ABTS index case requirements within their ACGME-accredited training year.

Eligibility Confirmation

Check here if to confirm that all required clinical education for entry into ACGME-accredited fellowship programs was completed in an ACGME-accredited residency program, an AOA-approved residency program, a program with ACGME International (ACGME-I) Advanced Specialty Accreditation, or a Royal College of Physicians and Surgeons of Canada (RCPSC)-accredited or College of Family Physicians of Canada (CFPC)-accredited residency program located in Canada.

Personal Statement

In no more than 1,000 words, discuss your motivation for pursuing a career in congenital cardiac surgery, your professional goals at this time, and any aspects of your background or past achievements that have been particularly important in your life. You may also describe significant research or work experience, personal interests, or activities which you feel are pertinent. Any unusual interruption in your cardiothoracic surgical training should also be explained in this personal statement. Please attach your Personal Statement separately.

I certify that the information submitted on this application form and any attachments is correct to the best of my knowledge, and I understand that false or missing data may disqualify me from the TSDA Congenital Cardiac Surgery Fellowship Match.

Signature

Date

Congenital Cardiac Surgery Fellowship Match Rules and Regulations

The TSDA Match

The Thoracic Surgery Directors Association (TSDA) Congenital Cardiac Surgery Fellowship Match program has been devised to allow applicants and program directors to consider every option for training in congenital cardiac surgery without undue pressure being placed on either party. This program establishes uniform dates for applications, interviews, and the ultimate match itself. After applicants interview programs (and programs interview applicants), each will prepare a final and confidential listing of their choice of programs (and applicants) in order of preference. The match will be conducted by [SF Match](#). All participants must abide by the TSDA Congenital Cardiac Surgery Fellowship Match Rules and Regulations as well as any additional rules stated by SF Match. All Accreditation Council on Graduate Medical Education (ACGME)-accredited congenital cardiac surgery fellowship programs are required to participate in the TSDA congenital cardiac surgery fellowship match and register with SF Match. Only ACGME-accredited positions will be offered in the match. All ACGME-accredited congenital cardiac surgery fellowship positions will be 24 consecutive months in duration.

Applicants and program directors may express their interest in each other; however, they shall not solicit verbal or written statements implying a commitment. Applicants shall, at all times, be free to keep confidential the names or identities of programs to which they have or may apply. Applicants may withdraw from the match process by updating their account on SF Match. However, applicants must email program directors at programs to which they applied to inform them that they have withdrawn from the match. Programs with at least one open position listed on SF Match at the time the Match opens may submit a request to withdraw from the Match due to extraordinary or unforeseen circumstances (including but not limited to a program deficiency or the lack of adequate case volume to support a congenital cardiac fellow). All program withdrawal requests must be submitted by the deadline date established by TSDA for consideration by the Congenital Cardiac Surgery Fellowship Committee Chair and the President of TSDA. Programs are precluded from opting out of the Match process after the process opens unless permission to withdraw from the Match has been granted. Should a program's withdrawal request be approved by the Congenital Cardiac Surgery Fellowship Committee Chair and the President of TSDA, the program director is responsible for submitting a written withdrawal request to SF Match signed by the program director, updating the program's SF Match account by the established deadline. Withdrawals are valid for the current cycle only and must be accompanied with an explanation letter. Furthermore, the program will reimburse any candidates who interviewed at the program during the interview period for reasonable expenses incurred (lodging, coach class round-trip air or train fare, and ground transportation [taxi fare, shuttle fare, current mileage rate as established by the Internal Revenue Service]). Applicants are strongly encouraged to retain all travel receipts for expenses incurred during the Match interview process.

Programs that withdraw from the match, or do not offer an ACGME-accredited position(s) in any given match year, may not select, appoint, or hire a trainee for an ACGME-accredited congenital cardiac fellowship position(s) outside of the match.

Congenital Cardiac Surgery Fellowship program directors cannot require matched fellows to continue training or remain at the program beyond the fellow's ACGME-approved training cycle. Program directors cannot withhold a release letter for a fellow wishing to leave the program after they have completed their ACGME-accredited training cycle and have met all their case log index requirements and are in good standing.

An example of a Match violation includes an applicant being pressured by a program director to reveal the program's place on the applicant's rank order list or to identify the names of other programs with which the applicants have interviewed.

After Match Day, programs and applicants who did not match may contact one another about open positions. A program cannot offer a position to an applicant who is matched to a position in another program.

The failure of an applicant to accept a matched position or the failure of a program to accept a matched applicant will be considered a breach of the Applicant or Institution Agreement, as applicable. If an applicant who is a party to an Applicant Agreement breaches that Agreement, the applicant may be barred from training at an ACGME-accredited congenital cardiac surgery program for up to two (2) years. If a program that is a party to an Institution Agreement breaches that Agreement, the program violators may not be permitted to accept a congenital cardiac surgery fellow for up to two (2) years and/or identified as a Match violator for one to three years or permanently. All decisions as to whether a breach has occurred and, in cases where there is a finding of breach, the duration of the penalty will be made by the Congenital Cardiac Surgery Fellowship Committee Chair and the President of TSDA, and a letter reporting the breach will be sent from the Congenital Cardiac Surgery Fellowship Committee Chair to the Chief Executive Officer of the ACGME and the respective Residency Review Committee, the appropriate program director association, and other appropriate individuals and organizations.

The penalty for breach of an Applicant Agreement or an Institution Agreement may be waived if strict enforcement of the Agreement would be inappropriate. This would be a highly unusual or unexpected situation that would create serious and extreme hardship. "Serious and extreme hardship" refers to the occurrence of a highly unusual, unexpected, and unpredictable situation or circumstance that renders the fulfillment of a TSDA Congenital Cardiac Surgery Fellowship Match obligation impossible or would result in irreparable harm to any one of the committed Match participants. Examples of "serious and extreme hardship" include but are not limited to an applicant who failed to graduate on time; the closing of a program or institution; the death or serious illness of a family member that requires the applicant to alter the choice of fellowship location; or the loss of accreditation by a program or institution.

Evidence of such an occurrence must be documented in a letter submitted to TSDA, and all such occurrences will be reviewed by the TSDA Professionalism and Ethics Committee and adjudicated by the Congenital Cardiac Surgery Fellowship Committee Chair and the President of TSDA. Should an applicant or institution disagree with the decision regarding a breach of the Applicant or Institution Agreement, or duration of a penalty regarding a breach of that Agreement, such disagreement can be appealed to the TSDA Executive Committee.

Statement of Professionalism

As part of the match process, each applicant is required to submit a signed Applicant Agreement between themselves and TSDA. A signed Applicant Agreement is to be submitted with a completed application to program directors at programs to which the applicant is applying. Likewise, each participating program is required to submit a signed agreement between itself and TSDA. A signed Institution Agreement is to be submitted directly to TSDA. Institutions participating in the TSDA Congenital Cardiac Surgery Fellowship Match must be accredited by the ACGME and accept only congenital cardiac surgery fellows who meet eligibility requirements as outlined by the ACGME Program Requirements for Graduate Medical Education in Congenital Cardiac Surgery.

Individuals applying for the TSDA Congenital Cardiac Surgery Fellowship Match must meet the eligibility requirements as outlined by the ACGME Program Requirements for Graduate Medical Education in Congenital Cardiac Surgery. Match participants are expected to conduct their dealings in an ethical, professional, and confidential manner. The failure of a match participant to conduct their dealings in an ethical, professional, and confidential manner will be considered a breach of the Applicant or Institution agreement, as applicable.

TSDA Match Process

Programs and candidates are required to register with SF Match and pay associated registration fees. Each Congenital Cardiac Surgery Fellowship candidate must submit a completed application, and a signed and dated agreement, to program directors at programs to which they are applying by the application deadline established by TSDA. Program directors and/or program coordinators will contact candidates they wish to interview and make the necessary arrangements. It is at the program director's discretion to select which applicant(s) are invited for an interview, whether virtual or in-person. Following the interview cycle, applicants and program directors are required to submit SF Match their respective rank order lists by the deadline date established by TSDA.

It is recommended that applicants include on their rank order lists only those programs that represent their true preferences. Programs should be ranked in sequence in order of the applicant's preferences. Applicants may rank as many or as few programs as they wish, realizing that if an applicant matches with a program, they are obligated to participate in that fellowship. It is unlikely a program would rank an applicant who was not invited for an interview.

The process by which the algorithm match applicants with programs is posted on the SF Match website at <https://sfmatch.org/>.

Match results will be made available to programs and applicants on match day. Participants may log in to their SF Match account to view match results.

Any vacancies after the match will be posted on the SF Match website. The list is subject to change.

Match Violations

If any individual involved in the TSDA match process suspects an applicant, program director, or any other person involved in the TSDA match process of violating these Match Rules and Regulations, then they may send a detailed, signed, and dated letter describing the situation to TSDA, 633 N. St. Clair Street, Suite 2100, Chicago, IL 60611, or to tsda@tsda.org. TSDA will acknowledge receipt of all such reports, and a review will be conducted by the TSDA Professionalism and Ethics Committee and adjudicated by the TSDA Congenital Cardiac Surgery Fellowship Committee Chair and the President of TSDA

In accordance with the Applicant Agreement, the match between the applicant and a program creates a binding commitment to accept a position if a match results, and to start and complete training. TSDA will investigate any alleged breach of this commitment. As noted above, under certain limited circumstances, TSDA may grant to an applicant or a program a waiver of the match commitment. An applicant who terminates or resigns a position within six weeks after the start date of their matched program will be presumed to have breached the Applicant Agreement.

[Click here](#) to view ABTS Pathways to Certification for Congenital Cardiac Surgery.

[Click here](#) to view ACGME Program Requirements for Graduate Medical Education in Congenital Cardiac Surgery.

**Congenital Cardiac Surgery Fellowship Match
Applicant Agreement**

The match between the applicant and a program creates a mandatory commitment to accept a position if a match results, and to start and complete the training program. The Thoracic Surgery Directors Association (TSDA) will investigate any alleged violation of this commitment. TSDA may grant to an applicant or program a waiver of the match commitment in any highly unusual or unexpected situation that would create serious and extreme hardship or would result in irreparable harm to one of the parties. An applicant who terminates or resigns a position within six weeks after the start date of their matched program is presumed to be in violation of this Agreement.

The applicant's signature below confirms that they agree to comply fully with the Rules and Regulations attached hereto and incorporated herein by reference, and that they will fulfill their obligation to participate in the congenital cardiac surgery fellowship training program into which they match. The applicant understands that failure to comply with this Agreement will lead to an investigation by TSDA and may lead to them being barred from participating in the TSDA congenital cardiac surgery fellowship match for up to two years from the date of the infraction, represented by the match appointment year.

Printed Name of Applicant

Signature of Applicant

Date