

**The Pediatric Urology community is committed to a fair and respectful Match for all. The following statements of guidance were created by the Pediatric Urology Fellowship Program Director Committee and should be followed by all who participate in the Match process, either as participating program or applicant mentor.**

**For Programs and all of their representatives:**

By registering in the Match, each program is committing to a fair Match process for the applicants. While searching for the applicants who have the best aptitude for success in their training environment, the programs should remain committed to a fair and ethical Match.

1. Interviews are expensive to applicants both in terms of time away and money. **If a program will not participate in the Match, the program will make that decision prior to extending interview invitations.**
2. The Program Director committee leadership should be notified of circumstances under which a program will not participate in the Match in any year.
3. Applicants should be interviewed for “fit” with the program’s educational goals and objectives without regard to race, ethnicity, age, religion, marital status, sexual orientation, parental status.
4. Applicants should not be asked where else they are applying. “Fit” can be ascertained by other interview questions.
5. Programs should not solicit post-interview communication from applicants. (excluding anonymous post-interview improvement surveys)
6. Programs shall not commit to match or coerce an applicant for a commitment at any time during the interview and Match process.
7. No member of the program (program director, division head, faculty member, research team member, coordinator, office staff, current resident / fellow, or other) shall contact the applicant after the interview day. The program may send a generic thank you note—if that is the program’s practice, that letter should be sent to all applicants interviewed.
8. Other contact scenario guidelines:
  - a. If an interview occurred off-site and the applicant did not meet some core faculty members, the applicant should be instructed how to schedule interviews with the other core faculty members, if desired. The initiative for this contact belongs to the applicant, not the program.
  - b. The program faculty may exercise due-diligence by contacting colleagues at the applicant’s institution to clarify skill level and ‘fit’ within the fellowship program. Naturally, some level of interest may be suggested by this contact. **No information about position on the rank list should be given. Inside information about the applicant’s rank list intentions should not be requested.**
  - c. The program may be contacted voluntarily by the applicant. This action should not be implied to be a pre-requisite to match.
  - d. **All members of the program should be instructed how to handle contact from applicants.** Questions about program resources and training opportunities should of

course be answered. **No information about position on the rank list should be given or requested.**

- e. The applicant's mentors may call a program to advocate for their candidate. Some of these mentors will not be familiar with Match policies. **A conversation about the candidate's qualifications may occur, but no information about position on the rank list should be given or requested.**
9. "Second look" visits occur only at the applicant's request. A program may decide whether they honor all "second looks" or honor none. This should not be suggested as a pre-requisite to match or as enhancing the likelihood of match. Any visits will be at the applicant's expense.
  10. The program is bound by the Match results.
  11. The Program Directors committee will discuss the Match process and related concerns on an ongoing basis at the annual fall meeting. The goal should be a clean Match for all.