Cleveland Clinic
Akron General
Pharmacy

Pharmacy Residency Early Commitment Policy

Target Group: Cleveland Clinic Akron General Medical Center		Original Date of Issue: Not Set	Version 2
Approved by: AGMC Board Policy Committee	**Date Last Approved/Reviewed:** 11/12/2025	**Prepared by:** Christopher Ensley (Manager Inpatient Pharmacy)	**Effective Date** 11/12/2025

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Purpose

To describe the application process and early commitment policy for **current** post-graduate year one (PGY1) Cleveland Clinic residents interested in pursuing a post-graduate year two (PGY2) residency at Cleveland Clinic Akron General.

Policy Statement

Cleveland Clinic Akron General offers and has a process for early commitment and adheres to the rules of the Match (National Matching Service or NMS).

Definitions

Cleveland Clinic Akron General Medical Center: Includes Akron General Main Campus and any and all Akron General provider-based locations.

Early Commitment: Process by which a PGY1 resident can apply for and be accepted to a PGY2 program in the same organization prior to the Match and in accordance with the American Society of Health System Pharmacist (ASHP) Match rules.

Policy Implementation

1. Cleveland Clinic Akron General PGY2 Residency Program Directors (RPD) and associated Residency Advisory Committees (RAC) will determine on an annual basis if they will early commit PGY1 Pharmacy residents from other Cleveland Clinic Regional Hospitals into their PGY2 residency programs and inform respective programs no later than October 1 or the preceding Friday if October 1 falls on a weekend. Cleveland Clinic Main Campus will not early commit PGY1 residents at Cleveland Clinic Akron General.

2. PGY1 residents are encouraged to notify the RPD of the respective PGY2 program(s) of their interest in pursuing the residency as early as possible.

3. For a resident to be eligible for early commitment, they must be licensed, not be on a corrective action, not actively or previously have been on a resident improvement plan and be on track to graduate on time at the time at the time of application. Candidates who do not meet these criteria are welcome to apply through the Match but will not be considered for early commitment.

4. Applications (a letter of intent and Curriculum Vitae (CV)) must be submitted to the respective RPD by November 15th or the preceding Friday if November 15th falls on a weekend.

5. Interview candidates are determined by the Residency Subcommittee of the specific residency based on: 1) review of letter of intent and CV; 2) feedback from PGY1 RPD/Advisor; and 3) performance on PGY1 rotations (review of evaluations on PharmAcademic). PGY2 RPD should obtain this information from current PGY1 RPD.

6. If the RPD and Residency-specific Subcommittee elect to offer the candidate(s) an interview for early commitment, the rubric from interview and performance will be reviewed and an Early Commitment Rank List will be determined by the Residency-specific Subcommittee.
    a. Rubric may include: 1) Interview evaluation; 2) Performance PGY1 rotations; and 3) Case and/or presentation.
        i. The case and/or presentation may be omitted if the RPD and Residency-specific Subcommittee have been able to adequately assess the critical thinking skills of the candidate based on a rotation with residency-specific preceptors or other activities with the candidate.

7. If there are no candidates meeting the expectations of the RPD and Residency-specific Subcommittee as defined by criteria above (#5 and #6), they may elect to not offer an interview for early commitment and enter into the Match. This should be communicated to the resident as soon as it is determined by the Subcommittee.

8. Interviews will be conducted prior to the ASHP Midyear Conference. Candidates and program directors are encouraged to investigate external opportunities during this time via Midyear, Personal Placement Service (PPS), or other avenues of recruitment during this time.

9. The Pharmacy Residency Committee will review and approve all final recommendations for early commitment from the Residency-specific Subcommittees.

10. Early commitment offers or declination to offer should be made prior to Midyear.

11. The signing deadline for the PGY2 position is at least 48 hours prior to the Match early commit deadline. If this date falls on a weekend, the offer must be accepted or declined by the preceding Friday.

a. The resident accepting a PGY2 position and PGY2 RPD must sign the National Matching Service (NMS) Letter of Agreement. Once signed, each party is then bound to the Terms of Letter Agreement (refer to NMS document for the current year).
b. The RPD must close out the position in Pharmacy Online Residency Centralized Application Service (PhORCAS) and the Match prior to the ASHP early commit deadline.

12. If the candidate declines the offer, the position will be offered in order of the Early Commitment Rank List.

13. If the position is not accepted by the early commitment deadline, it will be filled through the Match process.

14. Residents not offered early commitment are still eligible and encouraged to apply for a PGY2 residency position (with the same application materials submitted as external candidates) and go through the evaluation and Match process.

15. Resident attendance at Midyear is dependent on departmental need and financial ability to support attendance, and institutional travel guidance.

Regulatory Requirement/References

ASHP Accreditation Standards for Postgraduate Pharmacy Residency Programs; Standard 1.1f.

ASHP Early Commit Process Requirements

https://natmatch.com/ashprmp/

Oversight and Responsibility

The Pharmacy Residency Committee is responsible to review, revise, update, and operationalize this policy to maintain compliance with regulatory or other requirements.