



Residency Q&A
Oct. 29, 2023

NATUROPATHIC RESIDENCIES
JUST ABOUT EVERYTHING YOU NEED TO KNOW

PRESENTED BY
AANMC RESIDENCY COMMITTEE

DISCLOSURE

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AGENDA

1. Introductions
2. Residency basics
3. Application process and timeline
4. Q&A



INTRODUCTIONS

- JoAnn Yanez, ND, MPH, CAE - AANMC Executive Director
- Gary Garcia, MD, MHA, CCS - Bastyr - Director of Graduate and Community Medicine
- Dee Saunders, ND, MS - NUNM - Dean Graduate Medical Education and Clinical Affairs
- Jasmine Carino, ND - CCONM - Associate Dean Curriculum
- Kevin Barnett, MA, NMD, MSc - Sonoran - Residency Director



WHO COORDINATES RESIDENCIES?

The **Council on Naturopathic Medical Examination (CNME)** recognizes accredited naturopathic medical colleges to oversee residency sites. The Association of Accredited Naturopathic Medical Colleges (AANMC) convenes the [AANMC Residency Committee](#), which is comprised of the Residency Directors from the accredited member programs which participate in residency supervision.

The **AANMC Residency Committee** is committed to continual improvement of post-graduate medical education through expansion of residency opportunities, and ensuring the overall quality of postgraduate medical education.



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WHY APPLY FOR A RESIDENCY?

The naturopathic residency runs for one to three years. Your commitment to a residency will provide you with many benefits, such as:

- **Seeing More Pathology**

Residents see a minimum of 500 patient encounters during the course of their residency.

- **Receiving Specialized Training**

Is there something you want to gain a deeper knowledge of?

- **Expanding Your Teachers and Mentors**

Gain exposure to different practitioners and practice styles.



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WHAT DO RESIDENTS DO?

- Develop and follow a professional program of self-study with guidance
- Practice safe, effective and compassionate patient care
- Participate in educational/scholarly activities of their choice such as:
 - Grand Rounds
 - Continuing education experiences
 - Public and professional lecturing
 - Research/Scholarly Activity



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WHAT DO RESIDENTS DO? cont.

- Work anywhere from 40-60 hours per week
- Provide patient care and supportive services
- Learn the 'art of doctoring'
- Participate in committees, especially those related to patient care review activities (in academic residencies)
- Academic course instruction as applicable (in academic residencies)
- Supervise student clinical education (in academic residencies)



RESIDENT SALARIES AND BENEFITS

- The CPNME sets a minimum standard salary for first year residents.
 - This may also include malpractice, benefits, CE money, etc.
 - Other benefits may be offered
 - Cost of living and other factors may apply
- Do your due diligence to fully understand the contract, expectations and benefits
- CPNME requires 10 days of paid time off per program year



IS A RESIDENCY REQUIRED TO PRACTICE NATUROPATHIC MEDICINE?

- Residencies are highly recommended
- One state currently requires residency to practice (Utah)
- North Carolina and New York have included this requirement in their draft for licensure
- Mandatory residency requirements are trending in new draft scope legislation



HOW DO I MAKE MYSELF A COMPETITIVE APPLICANT?

- Start building your CV
- Leadership skills / activities / events
- Show attendance in different types of rotation
- Grades are important
- Have some teaching and research background (or an equivalent)
- Relevant experiences
- Private Clinics - undertake a preceptorship before applying
- Be organized!
- Get things done well before they are supposed to happen.



HOW DO I APPLY?

PHASE I (Oct 2023-Jan 2024):

1. Create a profile on the residency portal
2. Explore residency sites and resources
3. Start to prepare documents and evaluations
4. Register credit card

PHASE II (Feb 2024-May 2024)

1. Submit application(s)
2. Schedule interviews and await match results!



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PHASE I OVERVIEW

1. **Create** a profile on the residency portal
2. **Download** the Symplicity app
3. **View** the application checklist in your portal
4. **Explore** residency sites and the portal resources
5. **Prepare** documents and start to request evaluations
6. **Complete** a preceptorship
7. **Register** your credit card



STEP 1

Get Started: Create profile and obtain instructions

❑ SIGN UP

<https://aanmc-csm.symplicity.com/students>

❑ VERIFY EMAIL “AANMC Residency Portal Email Verification”

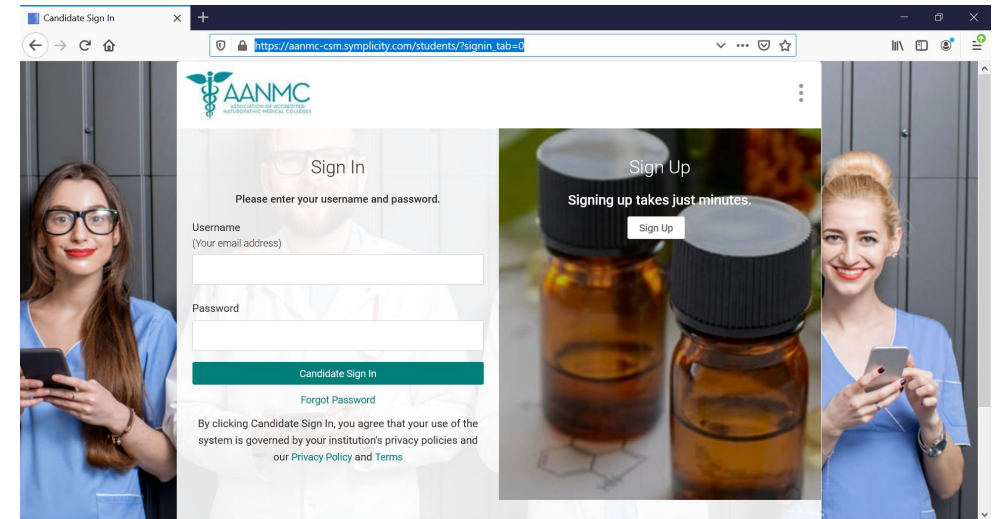
Completed registration will trigger an email to verify your email address.

❑ LOGIN AND INSTRUCTIONS “Welcome to AANMC Residency System”

The next email will contain login information AND important instructions for applying.

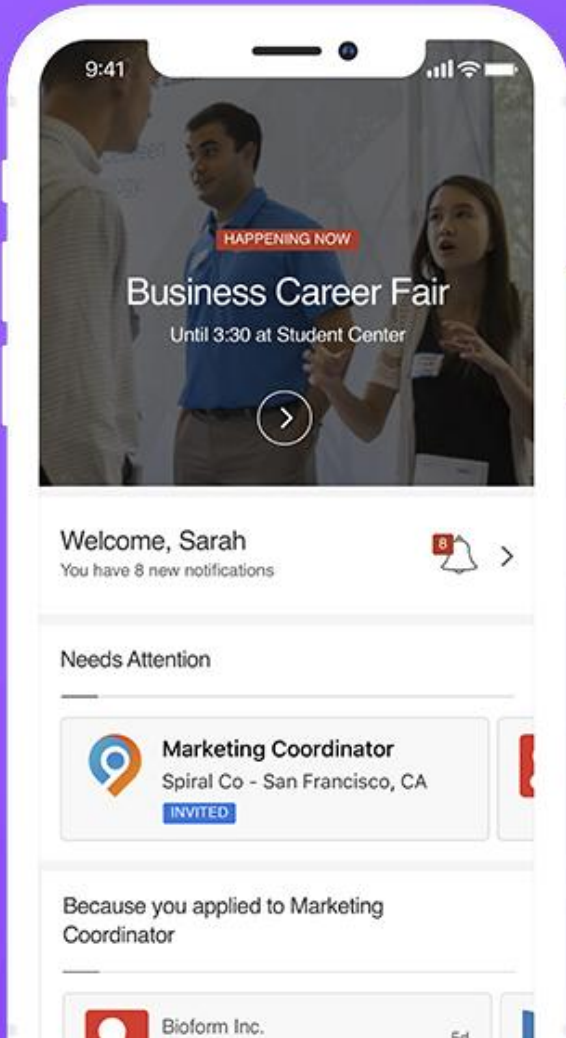
❑ DOWNLOAD AND REVIEW

Download all attachments and review.



★ CHECK YOUR EMAIL AND SPAM FOLDER!

STEP 2: Download the app and turn on notifications



SYMPPLICITY
JOBS AND CAREERS

Download Symplicity
Jobs and Careers & never
miss an opportunity



■ SYMPPLICITY

STEP 3 - The “Application Checklist” under “Resources” has everything in one place!

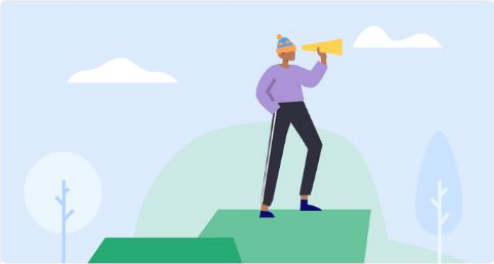
The screenshot displays the AANMC website's Resources page. At the top left is the AANMC logo (Association of Accredited Naturopathic Medical Colleges) and a search bar. The top navigation menu includes links for Open Residency Positions, Credit Card Registration, Residency Sites, Resources (which is underlined and has a yellow arrow pointing to it), and EK. Below the navigation is a breadcrumb trail: Home / Resources. The main heading is "Resources" with a subtext: "Comprehensive tools, online resources, helpful links and more to help you get started or grow." Underneath is a "Featured Tools" section with two cards. The first card, "Application Checklist", features an illustration of a person with a telescope and a yellow arrow pointing to it. The second card, "Document Library", features an illustration of a person at a laptop with a calendar. The footer contains "POWERED BY ■ simplicity" and "Privacy Policy | Terms of Use".

Home / Resources

Resources

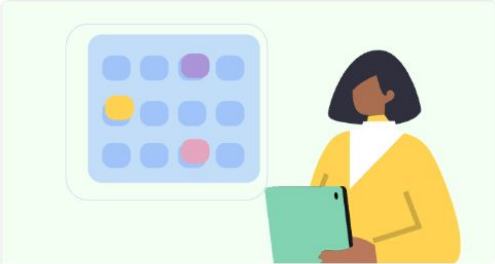
Comprehensive tools, online resources, helpful links and more to help you get started or grow.

Featured Tools



Application Checklist

Follow our step-by-step guide to career readiness.



Document Library

Explore and download useful learning resources.

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[Privacy Policy](#) | [Terms of Use](#)

STEP 4

Get Familiar: Log in and look around

❑ LOG IN

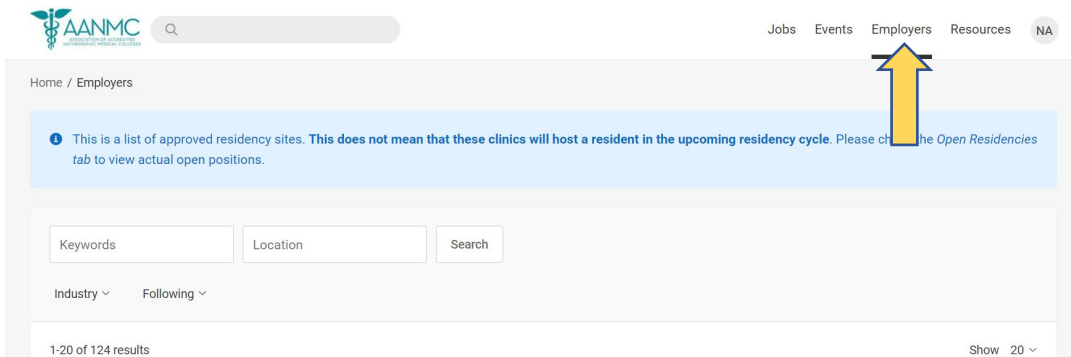
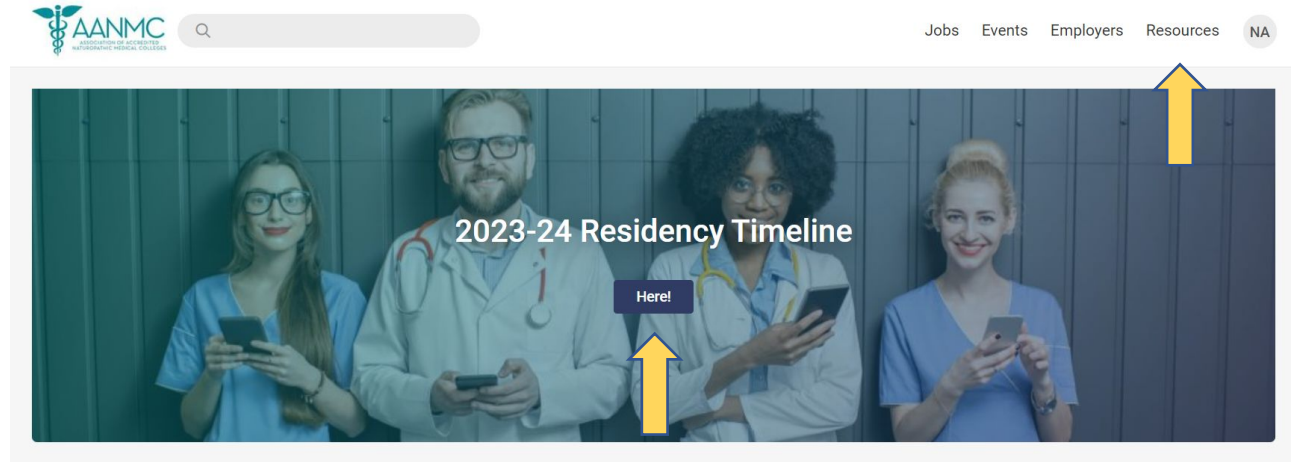
<https://aanmc-csm.symplicity.com/students>

❑ VIEW TIMELINE AND NOTE DEADLINES

- View the timeline by clicking on the **homepage banner** OR
- Access downloadable copy by clicking on **Resources** and opening the **Document Library**.
- **Mark the deadlines in your calendar, including the correct time AND time zone (EST/EDT).**

❑ VIEW APPROVED RESIDENCY SITES

- View approved residency sites by clicking on **Employers**.
- Click on any site to view details.



If a site chooses to post an open position in February, the position will be posted in "Jobs" where you will find a job description.

STEP 5

Start Application: Work on application documents

❑ DOWNLOAD INSTRUCTIONS

Download instructions for writing personal statement, essays, and CV from the **Document Library** section of the **Resources** tab. This is also where you'll find the application checklist.

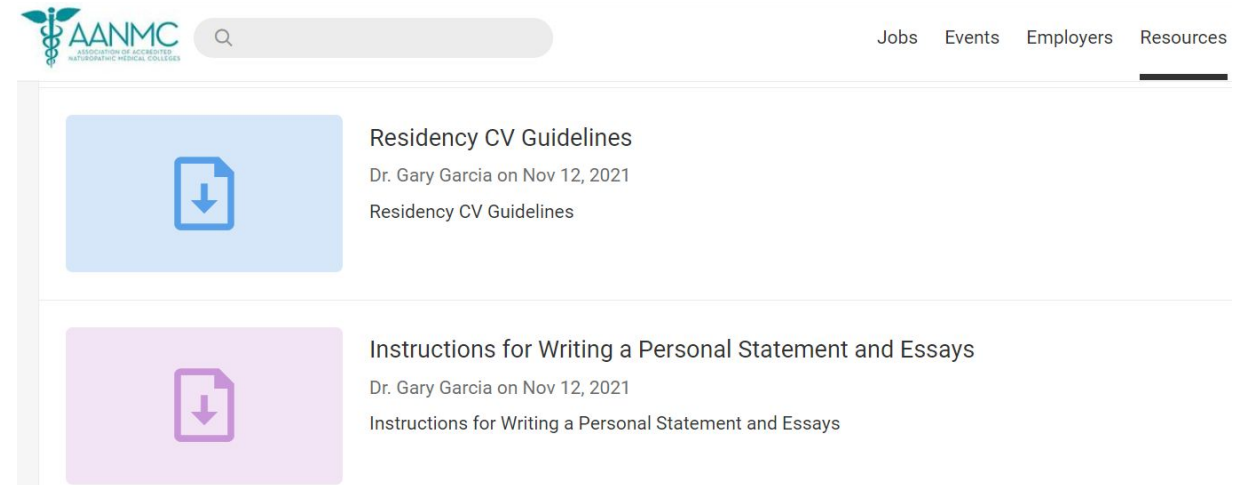
❑ PREPARE DOCUMENTS

- Write CV, Personal Statement, and Essays FOR EACH SITE that you apply to.
- Scan and label your NPLEX I results.

❑ SAVE AND ORGANIZE FILES

Save files in the following name format:

- Resume_Your Last Name
- Personal Statement_Clinic Name
- Essays_Clinic Name
- NPLEX I_Your Last Name



The screenshot shows the AANMC website interface. At the top left is the AANMC logo. To its right is a search bar. On the far right, there are navigation links: Jobs, Events, Employers, and Resources. A yellow arrow points down to the Resources link. Below the navigation is a list of documents. The first document is 'Residency CV Guidelines' by Dr. Gary Garcia on Nov 12, 2021. The second document is 'Instructions for Writing a Personal Statement and Essays' by Dr. Gary Garcia on Nov 12, 2021. Each document card has a download icon (a blue square with a white document icon and a blue arrow pointing down).

STEP 5 cont.

Request Faculty Evaluations & Transcripts

❑ IDENTIFY EVALUATORS AND REGISTRAR

- Choose at least 3 faculty evaluators – you will need 3 evaluations and a transcript for a complete set of Credentials to submit with your application.
- Registrar options are listed – use the appropriate email address for your school-specific registrar

❑ REQUEST DOCUMENTS – 1 Transcript and 3 Faculty Evaluations

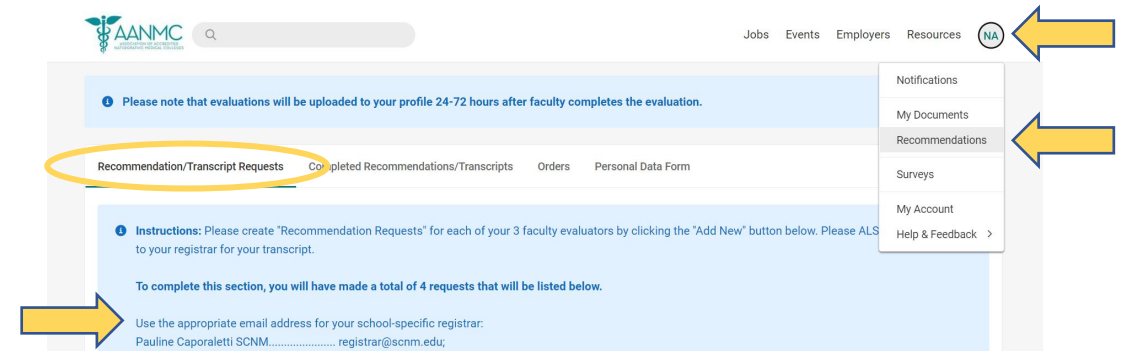
- Select **Recommendations** from the drop-down menu that appears when you click on your profile icon.
- Select **Recommendation/Transcript Request**.
- Click **Add New** a total of **four** times to request your **three** faculty evaluations and **one** official transcript.
- You will receive an email as each evaluation/transcript is uploaded.
- You can track the status in **Completed Recommendations/Transcripts**.



Faculty MUST complete evaluations by Feb 28. This is a firm deadline.

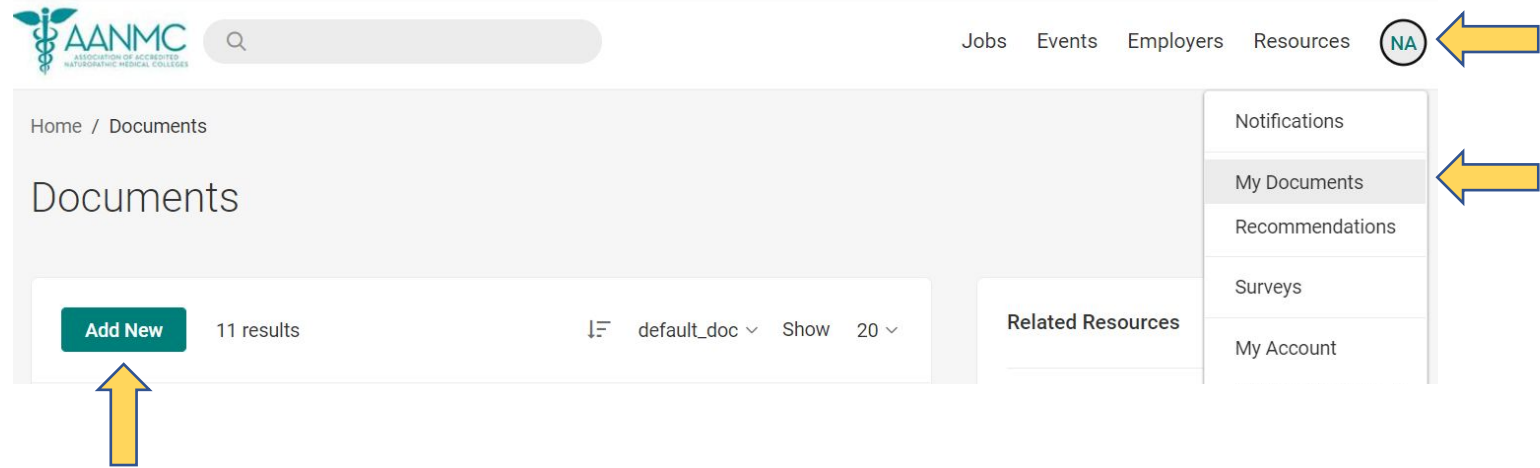


Proceed with this step EARLY if you anticipate applying for a residency.



STEP 5 cont.

Upload Application Documents



□ UPLOAD DOCUMENTS

- Click on your profile icon and select **My Documents** from the drop-down menu.
- Use **Add New** to upload all of your documents.
- For each site, you will need the following **in addition to** your Document Order (which includes the faculty evaluations and transcript – instructions detailed in Step 6):
 - CV Resume_Your Last Name
 - Personal Statement Personal Statement_Clinic Name
 - 3 Essays (in one PDF) Essays_Clinic Name
 - NPLEX Results NPLEX I_Your Last Name

★ **NOTE: this is not the application process. You are merely creating a repository of necessary files to attach to each site you apply to.**

★ **REMINDER: Resources to assist you in building those documents are included in the welcome email and within the portal in the Document Library.**

STEP 5 cont.

Credentials Order: Package confidential documents
You **MUST** have 3 faculty recommendations and 1 transcript in the “Completed Recommendations/Transcripts” section to complete this step.

❑ START NEW ORDER

- Click on profile icon and select **Recommendations** from the drop-down menu.
- Click on the **Orders** tab, then select **Add New**.

❑ ADD DOCUMENTS

- Choose your first document from the drop-down menu
- Select **Add Recommendation/Transcript** until there are a total of four documents.

❑ REVIEW AND SUBMIT

- Once your **three** faculty evaluations and **one** official transcript are added, hit **Submit Order**.
- **Only orders with the correct number of documents will be processed.**

★ **REMEMBER: Credentials orders MUST be placed by March 1st.**

The image shows two screenshots of the AANMC web portal. The top screenshot displays the 'My Credentials' page with a navigation menu on the right containing 'Notifications', 'My Documents', 'Recommendations', 'Surveys', 'My Account', and 'Help & Feedback'. The 'Orders' tab is highlighted in the main content area. A search bar is present with a 'Search' button and a 'Clear' button. Below the search bar, there is an 'Add New' button and a '1 result' indicator. A yellow arrow points to the 'Add New' button. The bottom screenshot shows the 'Order Form' page. It includes a header with the AANMC logo and navigation links. The form has a section for 'Enter Your Name: *' with a text input field. Below that is a section for 'Recommendations/Transcript *' with a dropdown menu and a 'Delete' button. There is an 'Add Recommendation/Transcript' button and a 'Submit Order' button. A yellow arrow points to the 'Add Recommendation/Transcript' button. Another yellow arrow points to the 'Submit Order' button. A third yellow arrow points to the dropdown menu. A fourth yellow arrow points to the 'Delete' button. A fifth yellow arrow points to the top right corner of the page.

STEP 6

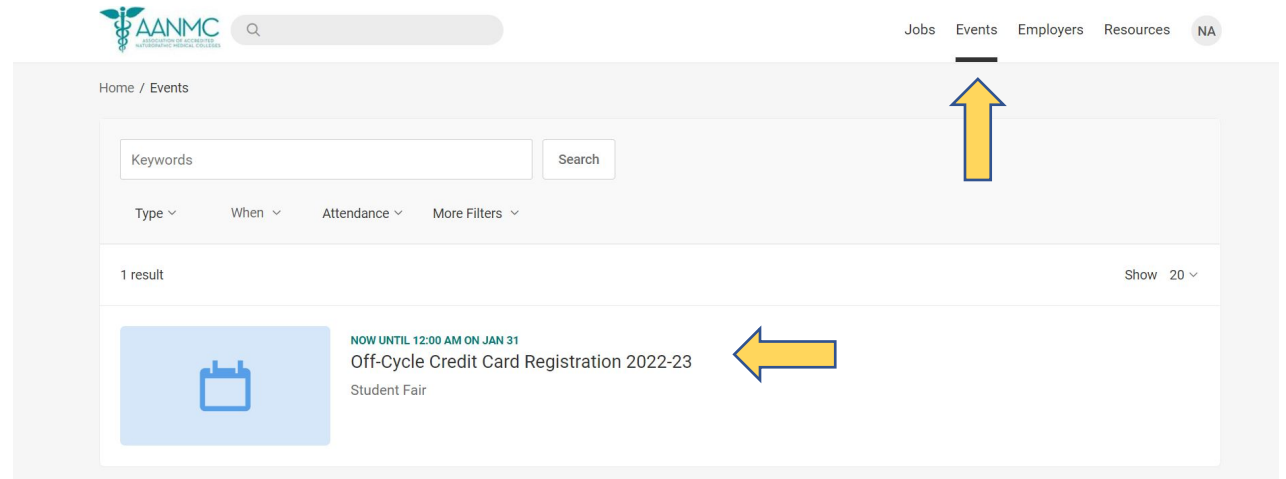
Complete a Preceptorship

- ❑ Preceptorships are a good way to **learn about the sites** you may be considering for residency.
- ❑ Preceptorships are a unique opportunity for you to **learn directly from experienced practitioners** and experts in the field of naturopathic medicine and gain insight into how they practice.
- ❑ As you start making plans for your **winter break**, we strongly suggest that you explore the residency portal and consider reaching out to set up a preceptorship to learn more about your favorite residency site(s).

- ❑ **IMPORTANT NOTES**
 - Note that several sites **require** a preceptorship in order to apply to their position. Please contact the residency director directly to schedule your preceptorship.

STEP 7

Register Credit Card



❑ SELECT APPLICATION CYCLE AND REGISTER CARD

- Select **Events** from the top-right menu.
- Click on the **Credit Card Registration 2024-25** student fair and complete the entire form.

❑ IMPORTANT NOTES

- **Doing this step early in the application process is recommended!** Your application(s) will not be released to the site(s) unless your credit card is registered.
- Your card will not be charged until you submit an application. If you choose not to apply, your credit card will not be charged.
- Fees will be processed within 72 hours of application submission.

2024-25 RESIDENCY CYCLE

RESIDENCY TIMELINE

PHASE I

- ❑ **PREPARATION AND INFORMATION PERIOD**
OCT 29- NOV 4 – Naturopathic Residency Week (visit www.AANMC.org for details)
OCT 29 – Residency Portal Opens – **Request and Prepare Documents**

PHASE II

- ❑ **APPLICATION PERIOD**
FEB 1 – Residency Application Period Opens
FEB 28 – Deadline for Faculty Evaluations and Transcripts
MAR 6 – Deadline to Submit Credentials Order
MAR 13 – Deadline to Submit Applications
- ❑ **INTERVIEW AND MATCH PERIOD**
APR 1 – Start of Interview Period
MAY 8 – End of Interview Period
MAY 15 – Deadline to Submit Rank List
MAY 24 – MATCH DAY



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WHERE CAN I LEARN MORE?

Get started in the Residency Portal

[AANMC.ORG/NATUROPATHIC-RESIDENCIES](https://aanmc.org/naturopathic-residencies)

Read our Residency FAQ

[AANMC.ORG/RESIDENCY-FAQ](https://aanmc.org/residency-faq)

Watch recordings from Naturopathic Residency Week

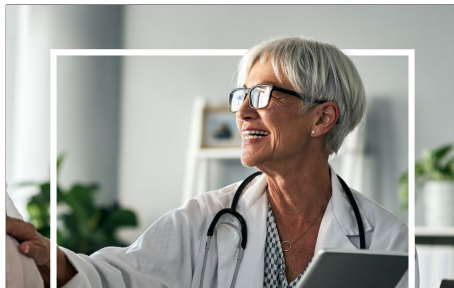
[YOUTUBE.COM/@AANMC](https://www.youtube.com/@AANMC)

Hear directly from residency sites

[INSTAGRAM @THEAANMC](https://www.instagram.com/theaanmc)



UPCOMING AANMC EVENTS



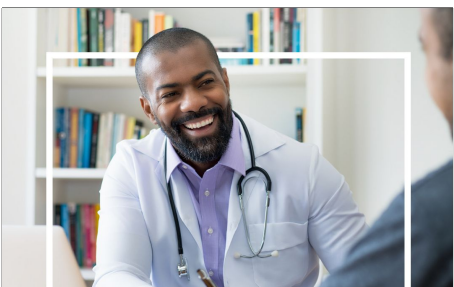
NATUROPATHIC RESIDENCIES

Site Showcase Part I

Sunday, November 19 | 2 PM Eastern Time
@theaanmc

Naturopathic Residencies: Site Showcase Part I

Sunday, November 19 | 2:00 PM Eastern
with residency site representatives



NATUROPATHIC RESIDENCIES

Site Showcase Part II

Sunday, December 3 | 2 PM Eastern Time
@theaanmc

Naturopathic Residencies: Site Showcase Part II

Sunday, December 3 | 2:00 PM Eastern
with residency site representatives



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FIND OUT MORE AND REGISTER AT AANMC.ORG/EVENTS

Q&A

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