Welcome to the new ERAS season! Below please find a summary of the technical updates and enhancements to the Program Director’s Workstation (PDWS) since last season. We will continue to share such information with you throughout the recruitment season – please find it in the PDWS Update Release Notes section of the PDWS community site.

If you have any questions regarding the updates and enhancements, please contact our ERAS Helpdesk at 202-828-0413 or ERASHelp@aamc.org (Monday-Friday, 8am-6pm).

Sincerely,

Amy
Amy Mathis
Senior Director, ERAS

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Updated Program Terms and Conditions

"Program users may use the application data, documents, and materials submitted by an applicant through ERAS ("ERAS Data") solely for the purpose of facilitating processes related to selection for a residency, internship or fellowship position(s) at the program user's institution. Permitted processes include internal operations, program evaluation, and process improvement regarding the selection process; provided that any applicant feedback requests are made after the Match or other selection event for the applicant has occurred. Permitted processes do not include marketing, research, or transfer of ERAS Data to other departments not involved in the selection process. Applicant name and contact information may be shared with a third-party service provider for scheduling purposes only. Any other use or disclosure of ERAS Data is unauthorized, without express prior written permission of the AAMC. Should you wish to use data for research purposes, please contact datarequest@aamc.org."

“C. Compliance with Laws

All program users are required to comply with all applicable Federal and local laws in the consideration of applications submitted through the ERAS system, including laws prohibiting discrimination on the basis of sex, race, age, ethnicity, national origin, disability, citizenship status, alienage, or any other protected characteristic. Data provided through the ERAS application may not be used to unlawfully discriminate against any applicant.”

SCHOOL NAME CHANGES

(PDWS Filters that included the previous school name will automatically be updated to the new school name)

MD Schools

<table>
<thead>
<tr>
<th>Previous School Name</th>
<th>New School Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayo Medical School</td>
<td>Mayo Clinic School of Medicine</td>
</tr>
<tr>
<td>University of Nevada School of Medicine</td>
<td>University of Nevada, Reno School of Medicine</td>
</tr>
<tr>
<td>University of Texas Southwestern Medical Center</td>
<td>The University of Texas Southwestern Medical School</td>
</tr>
</tbody>
</table>

DO Schools

<table>
<thead>
<tr>
<th>Previous School Name</th>
<th>New School Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kansas City University of Medicine and Biosciences</td>
<td>Kansas City University of Medicine and Biosciences College of Osteopathic Medicine</td>
</tr>
<tr>
<td>Oklahoma State University College of Osteopathic Medicine</td>
<td>Oklahoma State University Center for Health Sciences College of Osteopathic Medicine</td>
</tr>
</tbody>
</table>
SCHEDULER

Interviewer Tool - This pre-existing functionality was located under Setup. It has been renamed Interviewer and moved to the Scheduler Setup for ease of navigation. To navigate to this section, go to Scheduler and then Scheduler under Setup. This feature allows program users to designate the availability of interviewers throughout the interview season. Users with an active PDWS role are automatically listed and shown as available for all dates on the calendar in the default setting. Designating interviewer availability will allow you to easily select interviewers to pair with applicants on a specific event. The system will default to display only available interviewers for each date; however, you will be able to select an unavailable interviewer if necessary. Program Defined Interviewers can be created using this feature. A Program Defined Interviewer is a person who will not need access to the PDWS but needs to be scheduled for an event and provide scores or comments.

Paired/Unpaired - Paired and unpaired status on the Events Page indicates whether a scheduled applicant is assigned an interviewer for a specific event. A Paired Applicant is one who is both scheduled and paired with an interviewer for the event; an Unpaired Applicant is one who is scheduled but not paired with an interviewer for the event. New this year, the system now allows you to filter on “Paired Applicants”, “Unpaired Applicants”, and “Applicants without time slot” on the Event page. An “Applicant without timeslot” is an applicant who is scheduled for the event but has not yet been assigned a time slot; thus, the applicant is neither paired nor unpaired. In addition, two new reports, “Paired Applicants” and “Unpaired Applicants” have been added.
Bulk Print - Applicant print requests from within the Scheduler are available under Bulk Print Request. This enhancement has increased the number of applicant applications that can be printed together and allows users to continue working while the print job is in process. Reminder, all bulk print reports will persist for seven (7) days before being removed from the system.

RANKINGS

View All - Selecting the setting to display all applicants will now stay in place as you continue to move applicants up and down your rank list. However, if you navigate away from Rankings, the system will revert to the default setting of displaying 25 applicants.

WITHDRAWN BY PROGRAM

When an applicant is scheduled and/or ranked - The system will notify you when you are trying to select the “Withdrawn by Program” status for an applicant who has been scheduled and/or ranked. Be sure to read the prompts carefully before you proceed with a response.

STANDARDIZED VIDEO INTERVIEW (SVI)

(For Emergency Medicine Programs Only)

SVI Scores - SVI Score is displayed in the Scores Tab of View Applications and can be included as part of the Composite Score in setup.

SVI Filters - SVI Score has been added as filterable criteria and sortable field for the applicant pool. When filtering applicants on SVI scores, the applicant’s SVI score can range between 6 to 30.
SVI Exporting - SVI Total Score is included in the Applicant Summary Report and has been added as a new exportable field in Exports.
REPORTS

Exporting data to CSV – The Program Activity Summary and all the Scheduler Reports (Selected Applicants, Invited Applicants, Invited Privately Applicants, Waitlisted Applicants, Scheduled Applicants, etc.) can be exported to a CSV format.

ERAS COMMUNITY SITE

Newly redesigned ERAS Community Site - The newly redesigned ERAS Community site allows you to collaborate, discuss and share best practices with other PDWS users.