

2018

Dear Dr,

You are receiving this letter because you have applied to our Interventional Spine and Musculoskeletal Medicine fellowship program.

Several programs have agreed to a Common Offer Date (COD) for the 2018 interview cycle of **Saturday, September 22, 2018**. A full list of programs is available upon request. This letter is intended to provide you with information on the Common Offer Date. You will receive this letter from each program you have applied to and this serves as confirmation of the program's participation in the process. Note that this is not an automated match; however, the goal is to improve the offer process for the applicant and the programs to ensure the best possible fit for both.

The Common Offer Date process is as follows:

1. The programs have agreed that no formal offers will be given prior to the COD.
2. The applicant may inquire about their status with the programs *prior* to the COD only. The individual programs may decide the degree to which they will offer feedback to an applicant.
3. On the COD, applicants should refrain from making status inquiries to keep phone lines open during the offer process.
4. The applicant should have a "rank list" of these programs ready prior to the COD. Carefully consider each program with friends and family prior to the COD. There will be a very limited window for this on the COD.
5. The applicant should confirm accurate personal email address(es) and phone number(s) with each program prior to the COD to ensure prompt communication.
6. **At 11AM Eastern (8AM Pacific)** each program will make their first round of offers to applicants via telephone and/or email. The number of offer calls will be equal to the number of available positions. An applicant that receives an offer will have up to **1 hour** to respond either accepting or declining the offer.
7. If an applicant declines an offer, or fails to respond in a timely manner, the program will extend an offer to the next applicant on their list.
8. After accepting an offer verbally, the program will notify the applicant in writing
9. Acceptance of an offer from a program implies that the applicant will withdrawal applications from other programs or any future matches including the Pain and Sports Medicine matches.

Please do not hesitate to contact me with questions or concerns. I wish you much success in your fellowship search!

Sincerely,

Michael B. Furman, MD, MS
Fellowship Director
OSS Health Interventional Spine and Sports Medicine Fellowship

MF/ljm

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