



UBC Critical Care Medicine

Bringing Excellence in Critical Care, Teaching and Research to the Bedside

CaRMS Selection Policy

Qualifications

Applicants to the UBC Critical Care Medicine (CCM) Royal College Training Program must fulfill the criteria outlined by the Royal College of Physicians and Surgeons of Canada.

CaRMS Selection Committee

The CaRMS selection committee will be formed by the Program Director(s) and any available CCM attendings who work at the core training sites.

Application Review

All applications to the CCM training program will be reviewed by each member of the CaRMS selection committee. Members of the selection committee will score applications based on the scoring rubric provided, which includes evaluation based on reference letters, personal statement and clinical experience. Individual selection committee member rank lists will be collated by the Program Director(s) and Administrator and a final rank list will be created. This rank list will be presented to the selection committee for approval. Consensus is achieved on the list of applicants invited for an interview. In the setting of a conflict, the final decision is provided by the Program Director(s).

Interview Process

A panel interview is conducted via Zoom consisting of members of the CaRMS selection committee. The interviewers will have access to the applicant's application before and during the interviews. An interview guide will be followed for each interview to ensure consistency. At the end of the interview, the applicant is given the opportunity to ask the interviewers any questions about the UBC CCM program that he or she may have. Interviewers are provided with an interview scoresheet for each applicant and have the ability to provide written feedback. Each member of the selection committee must submit their individual rank list, based on the scoring rubric, for the interview day.

Selection

Applicants to the CCM fellowship program will be selected based on the following process:

- a. Based on the initial ranking of the application and subsequent ranking of the interview, a final rank list will be compiled by the Program Director(s) and Administrator.
- b. Equal weighting is given to the applicant's application and interview.
- c. The final rank list is then presented to the selection committee for feedback.
- d. Consensus is achieved on the final rank list by unanimous decision. In the setting of a conflict, the final decision is provided by the Program Director(s).

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