

# American Society of Health-System Pharmacists

## RESIDENT MATCHING PROGRAM

### Residency Checklist for the 2020 ASHP Match

[natmatch.com/ashprmp](http://natmatch.com/ashprmp)

All PGY1 and PGY2 pharmacy residencies that are ASHP-accredited, or are in a candidate or pre-candidate status, must register for and offer all positions through the 2020 ASHP Match.

[Overview of ASHP Match >](#)

[Eligibility Criteria >](#)

[Schedule of Dates >](#)

#### 1 The Residency Program Director should register for the ASHP Match online by September 13, 2019.

- The Program Director of each residency is sent a unique link by e-mail to start the online registration process for the residency. The registration process includes the following steps:

1. Set up a new account in the NMS Match System

Account information is not carried over from previous years.

2. Confirm Residency and Program Information

Residencies that offer different types of positions (e.g., training at different locations) should register multiple programs or tracks in the Match.

[Learn About Registering Multiple Programs/Tracks >](#)

If you intend to offer a multi-site residency and want to add a new site, you must have the request approved by the ASHP before making the change in the NMS Match System.

[View Information and Notification Forms for Setting Up a Multi-Site Residency >](#)

4. Accept the Residency Agreement and Rules

[View Residency Agreement and Rules >](#)

5. When the registration process is completed, the Residency Program Director will receive a confirmation by e-mail.

Detailed step-by-step registration instructions are available online:

[View the Online Registration User Guide >](#)

- A list of participating programs will be posted on the ASHP Match web site by November 1, 2019.
- Subject to certain conditions, a PGY2 residency program that is registered for the Match may commit a position to a current PGY1 resident in advance of the matching process.

[Read More About the Early Commitment Process for PGY2 Programs >](#)

#### 2 Applicants apply to residencies using the PhORCAS online application service.

- Residencies must register for the Match in order to receive applications in PhORCAS. After you register for the Match, your program(s) will be entered automatically into PhORCAS with the application deadline date you provide during the registration process.

Applicants must register for the Match in order to send applications to your residency through PhORCAS.

[Read More About Applications and PhORCAS >](#)

- ASHP and the Match maintain separate directories of residency programs that applicants consult when searching for programs of interest. Programs should have consistent information in both directories.

[Read More About the Directories >](#)

- You may not require any commitments from applicants or make any offers of appointment to applicants prior to the release of the Match results.
- All applicant interviews must be completed before the Rank Order List deadline date for each Phase of the Match.

[Read More About Interviews >](#)

**3 Each residency program submits a Rank Order List of applicant choices for Phase I of the Match by the February 28, 2020 deadline.**

- All Rank Order Lists are submitted in the NMS Match System. The NMS Match System opens for the entry of rankings for Phase I on February 10, 2020.

[View the NMS Match System User Guide >](#)

- If a registered program will not offer positions in 2020, it must be withdrawn by the Phase I Rank Order List deadline.

[Read More About Withdrawing a Program >](#)

- Rank all acceptable applicants in order of your true preferences, without considering how you expect to be ranked by any applicant.

[Read More About Rankings >](#)

**4 The results of Phase I of the Match will be available on March 13, 2020.**

- Match results will be sent to residencies and applicants by e-mail and will be available online in the NMS Match System.

[Learn More About the Results of the Match >](#)

- Programs with unfilled positions after Phase I of the Match must offer those position(s) in Phase II of the Match. Rank Order Lists for Phase II of the Match must be submitted in the NMS Match System by April 1, 2020.

[Learn More About Phase II of the Match >](#)

Consult the [Match web site](#) or [contact NMS](#) if you have questions about the ASHP Match