

American Association of Physicists in Medicine

MedPhys Match: THE MEDICAL PHYSICS MATCHING PROGRAM

Applicant Instructions for Participating in the 2022 MedPhys Match

Every applicant who registers for the MedPhys Match must use the NMS Match System to enter and certify a Rank Order List of program choices or withdraw from the MedPhys Match by **11:59 p.m. Eastern Time on March 23, 2022**.

If you are matched to a position, you must accept the MedPhys Match result and attend the program, as stipulated in the Applicant Agreement and MedPhys Match Rules.

Applicants who withdraw from the MedPhys Match are permitted to access information on positions that remain available in the Post-Match Process (see point #4 below).

1 Ensure your information is up to date in the NMS Match System.

- Confirm that you can log in to the NMS Match System, accessible from the MedPhys Match website at natmatch.com/medphys.
[Log In to the NMS Match System >](#)
- You must use the NMS Match System to update your Account and Profile information, submit your rankings or withdraw from the MedPhys Match, and access your MedPhys Match result.
[View the NMS Match System Guides for Applicants >](#)

2 Determine your preferences for the programs to which you have applied.

- To determine if a program is acceptable and avoid potential misunderstandings, it is very important that you have all information regarding program eligibility requirements, resident compensation, start date, and program accreditation status. The programs should provide this information as part of the application and interview process.
- Rank programs in order of your true preferences, with your most preferred program as rank #1, your next most preferred program as rank #2, and so on. Do not consider how any program might rank you when ordering your choices.

Rank all programs at the residencies where you applied that you find acceptable. By including more programs on your Rank Order List, you may increase the likelihood of being matched. You will be matched to the most preferred program on your list that ranks you and does not fill all its positions with applicants it prefers.

Do not rank any program that you consider unacceptable and would not want to be matched with under any circumstances. You can only be matched to a program that appears on your Rank Order List.

[Learn More About Ranking Strategy >](#)

- If you have applied to programs that are not participating in the MedPhys Match, you must decide prior to the Rank Order List deadline whether to accept a position outside of the MedPhys Match and withdraw from the MedPhys Match, or participate in the MedPhys Match and accept the result if you are matched.

[Learn About Applying to Non-Participating Programs >](#)

- Applicants and programs may not disclose or solicit any information regarding the positioning of any program or applicant on a Rank Order List. Voluntary disclosure by one party as to whether or not they intend to rank the other party is permitted, but neither party may solicit such information.

Applicants and programs may not make any commitments regarding offers of appointment prior to the release of the MedPhys Match results. Furthermore, if you match to a program you **must** accept the matched position as stipulated in the Applicant Agreement and MedPhys Match Rules.

You must conduct yourself in a professional manner in all aspects of the recruitment process, including but not limited to applications, interviews, and any participation in online forums or shared information documents.

[Review the Rules and Policies of the MedPhys Match >](#)

- Two applicants who are participating in the MedPhys Match and who wish to coordinate their matches (e.g., obtain positions in the same geographic location) may participate in the MedPhys Match as a Couple.

[Learn More About Participating as a Couple >](#)

3 Enter and certify your Rank Order List in the NMS Match System by 11:59 p.m. Eastern Time on March 23, 2022.

- The NMS Match System opens for the entry of rankings on March 7, 2022. All Rank Order Lists must be submitted using the NMS Match System.
- Only programs that are participating in the MedPhys Match can be included on your Rank Order List. The List of Participating Programs on the MedPhys Match website provides the unique 5-digit Code Number assigned to each participating program.

[View the List of Participating Programs >](#)

- Some residencies offer more than one program or track in the MedPhys Match, each with its own 5-digit Code Number. As the match is processed using the Code Numbers, make sure the correct Code Number for each program you want to rank appears on your Rank Order List. If you rank a program represented by one Code Number, but are ranked by a program with a different Code Number, a match will not be made. If you need clarification regarding the Code Number to be used for any program, contact the Program Director directly.
- In the Rankings section of the NMS Match System, search for and add programs to your Rank Order List in order of your true preferences. You can search for programs by Code Number, residency name, Program Director name, location, or program description. Options are provided to filter your search results by state and/or program type.

[View the User Guide for Entering Your Rankings >](#)

- Your Rank Order List must be entered and certified by 11:59 p.m. Eastern Time on March 23, 2022. You should enter and certify your Rank Order List well before the deadline date to avoid potential problems near the deadline.

[View the User Guide for Certifying Your Rank Order List >](#)

You can make changes to your list even after it is certified, until the Rank Order List deadline. If you make changes to a list that has been certified, you simply have to certify the list again before the deadline for it to be used in the matching process.

You will not be able to use the NMS Match System to enter or certify rankings, withdraw, or change any of your information after the Rank Order List deadline.

- You should print a copy of your final certified Rank Order List for your records as this information will only be available online until 11:59 p.m. Eastern Time on April 3, 2022.

4 If you decide not to submit any rankings for any reason, you must withdraw from the MedPhys Match using the NMS Match System by 11:59 p.m. Eastern Time on March 23, 2022.

- Withdrawn applicants are permitted to seek positions after the MedPhys Match. You will be able to access information on positions that remain available in the Post-Match Process.

[Learn More About Withdrawing from the MedPhys Match >](#)

5 Your MedPhys Match result will be available on March 30, 2022.

- Your MedPhys Match result will be available in the NMS Match System beginning at 12:00 p.m. noon Eastern Time on March 30, 2022. In addition, NMS will make one attempt to send the result by email by 12:00 p.m. noon Eastern

Time on March 30, 2022 to each applicant who certified a Rank Order List and did not withdraw. Result emails that are delayed or not delivered will not be resent as the same information will be available in the NMS Match System.

[Learn More About Obtaining Your MedPhys Match Result >](#)

- If you match, you and the residency where you matched are encouraged to contact each other to acknowledge the MedPhys Match result after 12:00 p.m. noon Eastern Time on March 30, 2022. No contact between applicants and programs should take place on March 30 prior to 12:00 p.m. noon Eastern Time.
- The MedPhys Match results constitute binding commitments between matched applicants and residencies. If a residency refuses to honor the MedPhys Match result, please report this immediately to either NMS, AAPM's MedPhys Match Executive Committee (MMX), or the chair of AAPM's Students and Trainees Subcommittee (STSC).

[Learn About Reporting A Potential Match Violation >](#)

6 If you do not match, you may seek and accept positions offered in the Post-Match Process.

- The Post-Match Process begins at 12:00 p.m. noon Eastern Time on March 30, 2022. No action to fill available positions may be taken prior to that time.

Programs with positions available and applicants seeking positions are free to contact and negotiate directly with each other to fill the available positions.

- Beginning at 12:00 p.m. noon Eastern Time on March 30, a list of programs offering positions in the Post-Match Process will be available in the NMS Match System. You are free to accept any position not filled in the MedPhys Match.

Programs will have access to a list of applicants who certified a Rank Order List but did not obtain a position, or who withdrew but indicated they are still seeking a position.

[Learn More About the Post-Match Process >](#)

Contact NMS with any questions you have about the MedPhys Match.