

### **Post Match Process General Overview - 2013**

**3/22/13** Match results are sent to programs and applicants. The PhORCAS Post Match Process is available for those programs and applicants who did not match and are participating in the post match process from 3/22 – 5/31/13.

**3/22/13** The applicants can access PhORCAS after 12 noon EDT and see participating programs and can update information in PhORCAS and request references.

**3/25/13** The applicants can begin to e-submit in PhORCAS after 12 noon EDT.

**4/1/13** All programs participating in the post match process have been asked to refrain from making offers until 4/1/13 to give all parties involved time to review their options.

**5/31/13** PhORCAS portals will close for all applicants, reference writers, and selection portals to prepare for next years match on 11:59 pm EDT 5/31/13.

**New applicants** can use PhORCAS to participate in the post match process, but must still register for the match and pay PhORCAS fees, like applicants that participated in the pre-match process.

**Residency programs previously in PhORCAS** can also open up their application deadline in their selection portal to post to PhORCAS in the post match process if they are able to add new positions after the match and recruit in the post match process from 3/22 – 5/30/13.

**Residency programs that have not used PhORCAS** must contact ASHP to gain access to PhORCAS in the post match process.

### **March 22, 2013**

- All programs in PhORCAS will automatically be loaded into the post match as an available program, if they have an unfilled position from the match.
- All programs will automatically be pre-loaded with an application deadline date of 4/1/13 (11:59 pm EDT).
- This application deadline date can be changed at any time after 12 noon EDT on 3/22/13 by the RPD, by signing into their PhORCAS selection portal and changing the application date. When you select your close date, this will automatically close your program at 11:59 pm EDT the date you select.
- Be advised that it is not wise to have an application deadline that falls on a weekend or a holiday when there is no technical support for the applicants from PhORCAS, should they have a problem.
- There will be new sections in the Selection Portal – labeled “Post Match Applications Submission in Progress” and “Post Match Applications Completed.” Remember both categories are viable candidates. In progress – means they may be missing a transcript or a reference.
- You may receive a call from an applicant that applied to your program pre-match, but did not match with you. If you wish to consider them, you already have all their data available in the pre-match data area of the PhORCAS selection portal. We are not requiring these applicants to resubmit, you can determine if you wish to consider them at this time.
- New applicants who did not participate in the pre-match process can apply in this post match process; they may be more likely to show up in this “post match applications submitted in progress” section. All applicants that already participated in PhORCAS should only need to update references for the post match process. All other data should be available.
- If your program participated in PhORCAS, and filled all your positions, but was able to add a new position after the match, the RPD can go into their PhORCAS selection portal and can open up the application date. This will automatically list them under the section called program selection and e-submission for the applicants. Additionally the participating program list will be updated twice a week with closed and newly opened positions, until May 31<sup>st</sup> when all PhORCAS portals close.
- Offers should not be made until 4/1/13 or later.

**March 25, 2013**

- Programs may begin to receive applications in their selection portal after 12noon EDT on 3/25/13.
- NMS will also make the list of applicants available on 3/25/13. You will need your NMS logon to see this list.

**April 1<sup>st</sup>, 2013**

- This is the first date that offers for post match positions should be made, in order to give all applicants and programs time to assess the interest by post match participants.
- If you fill your position, make sure your RPD goes in and closes your application date in the PhORCAS Selection Portal. The RPD should also sign into NMS and close your position there as well.
- A program should make sure if they have filled their open positions that the RPD goes into the Selection portal and closes their application date. They should also sign into the NMS system and close their open position.

**May 31, 2013 11:59 pm EDT**

- All PhORCAS portals (Application, Reviewers, Selection) close to prepare for the 2014 match.

**If you need more information about the PhORCAS selection portal information and videos can be found at: [www.ashp.org/phorcas](http://www.ashp.org/phorcas) under the “program” section.**