

American Society of Health-System Pharmacists RESIDENT MATCHING PROGRAM

Residency Instructions for the 2024 ASHP Match

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 2024 ASHP Match.

[Overview of ASHP Match >](#)

[Eligibility Criteria >](#)

[Schedule of Dates >](#)

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Residency Programs should register for the ASHP Match by September 8, 2023.

- The Program Director of each residency is sent an email with a unique link to start the online registration process. The registration process must be completed by the Residency Program Director, and includes the following steps:

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

Account information is not carried over from previous years. Residency programs do not pay a fee to register for the Match.

- Confirm Residency and Program Information.

Each residency must register at least one program in the Match. Residencies that offer different types of positions (e.g., training at different sites, etc.) 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. Multi-site PGY1 Community Pharmacy residencies may register separate programs/tracks at a maximum of 5 different sites.

[Review Pages 4-6 of ASHP Regulations on Accreditation of Pharmacy Residencies >](#)

- Electronically sign the Residency Agreement which incorporates the Match Rules.

[View Residency Agreement and Rules >](#)

- The Residency Program Director will receive a confirmation by email when the registration process is complete.

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

[View the Registration User Guide >](#)

- Once registered, Residency Program Directors can add new (secondary) users to their NMS Match System account. This feature is helpful if you want to give an alternate contact the ability to manage your program information for the ASHP Match.

[Learn About Adding Users to Your Account >](#)

- A list of participating programs will be posted on the ASHP Match website by November 1, 2023.
- 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 >](#)

- When searching for programs of interest, applicants may consult two sources of information that are maintained separately: the ASHP Residency Directory and the Match List of Participating Programs. Residency programs should ensure they have consistent information (e.g., residency name and location) in both places.

[Read More About the ASHP Directory and Match List >](#)

- You may not require a commitment from any applicant or make an offer of appointment to any applicant prior to the release of the Match results (except for PGY2 positions committed through the Early Commitment Process).
- 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 must submit a Rank Order List of applicant choices for Phase I of the Match by March 1, 2024.

- 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 12, 2024.

[View the Rankings User Guide >](#)

- If a registered program will not offer any positions in 2024, 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 provided on March 13, 2024.

- Match results will be sent to residencies and applicants by email 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 positions 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 3, 2024.

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

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