

YALE NEW HAVEN HOSPITAL
Guidelines for Identification of Reference Writers

General Guidelines (required for all applicant categories):

- *Minimum* of three (3) references is required. Acceptable references are from individuals in your same specialty who have been, or currently are, in a position to supervise/evaluate your skills and techniques relative to the privileges you are requesting.
- References from individuals who trained under you are not acceptable.
- References from the practice you are joining are not acceptable.
- References from a practice you are leaving are acceptable and may be required.
- Yale New Haven Hospital reserves the right to request additional references beyond those outlined here as indicated during the credentialing process.

Applicant Category: M.D., D.O., D.P.M.

Completion of Residency or Fellowship within the past six months

- One reference must be from the residency or fellowship training director (as applicable) who oversaw your training
- Additional references from applicable Department Chief and/or other clinical leaders at the institution where you completed residency/fellowship or, if in practice, your current hospital Department Chief

Completion of Residency or Fellowship within the past seven to twenty four months

- One reference must be from the residency or fellowship training director (as applicable) who oversaw your training
- One reference must be from the department Chief(s) at your current hospital(s).
- If you have had privileges at more than your current hospital(s) since completion of your residency/fellowship, references must be from the department Chief(s) at these institutions as well
- Other references from individuals in your same specialty as described under “General Guidelines” above

In practice (following Residency or Fellowship) for two to five years

- One reference must be from the department Chief(s) at your current hospital(s).
- If you have had privileges at more than your current hospital(s) since completion of your residency/fellowship, references must be from the department Chief(s) at these institutions as well
- Other references from individuals in your same specialty as described under “General Guidelines” above

In practice (following Residency or Fellowship) for more than five years

- One reference must be from the department Chief(s) at your current hospital(s).
- References from Chief(s) at any hospital at which you have held privileges for the past five (5) years.
- Other references from individuals in your same specialty as described under “General Guidelines” above

Applicant Category: D.M.D., D.D.S.

Completion of Residency within the past six months

- One reference must be from the residency training director who oversaw your training
- Reference from your current practice partner(s) if you have joined a practice since completion of residency
- Other references from individuals in your same specialty as described under “General Guidelines” above. May be dentists (other than your residency training director) who supervised you during residency.

Completion of Residency *within the past seven to twenty four months*

- One reference must be from your residency training director who oversaw your training
- If you are a member of a hospital medical staff, one reference must be from the Chief(s) of Dentistry at your current hospital(s).
- If you have had privileges at more than your current hospital(s) since completion of your residency, references must be from the department Chief(s) at these institutions as well
- Other references from individuals in your same specialty as described under “General Guidelines” above.

In practice (following Residency) *for two to five years*

- If you are a member of a hospital medical staff, one reference must be from each of the department Chief(s) at your current hospital(s).
- If you have had privileges at more than your current hospital(s) since completion of your residency/fellowship, references must be from the Chief(s) of Dentistry at these institutions as well
- Other references from individuals in your same specialty as described under “General Guidelines” above

In practice (following Residency) *for more than five years*

- If you are a member of a hospital medical staff, one reference must be from the Chief(s) of Dentistry at your current hospital(s).
- References from Chief(s) of Dentistry at any hospital at which you have held privileges for the past five (5) years.
- Other references from individuals in your same specialty as described under “General Guidelines” above

Applicant Category: APRN, PA, CNM, CRNA

Completion of education/training *within the past six months*

- One reference must be from the program director at the institution where you received your professional degree who has known you throughout your training including your clinical rotations.
- One reference must be from a professional in your field (i.e. an APRN for an APRN applicant)
- At least one reference from an M.D. or D.O. who supervised you during your clinical rotations during training or, if you have been in practice since graduating, your current supervising physician.

Completion of education/training *within the past seven months to two years*

- One reference must be from the program director at the institution where you received your professional degree who knew you throughout your training including your clinical rotations.
- One reference must be from a professional in your field (i.e. an APRN for an APRN applicant)
- Reference from your current supervising/collaborating M.D. or D.O.
- If you have been in more than one position since graduation, a reference from each of your supervising/collaborating M.D./D.O.s

In practice *for more than two years*

- One reference must be from a professional in your field (i.e. an APRN for an APRN applicant)
- Reference from your current supervising/collaborating M.D. or D.O.
- If you have been in more than one position since graduation, a reference from each of your supervising/collaborating M.D./D.O.s for the past two to five years (as applicable depending upon length of time in practice)