



Reversions

Main Residency Match and
Specialties Matching
Service



Users:

- Institutional Officials (IOs)
- Institutional Administrators (IAs)
- Program Directors (PDs)

The screenshot shows the 'Reversions' page in the THE MATCH system. The page header includes the logo and navigation links: Home, Switch, Options, and Filius Flitwick. The main content area displays 'Initial Quota: 1' and 'Current Quota: 1'. Below this, there is a text box with instructions: 'If known, enter NRMP Program Code below to donate positions to other Programs or click the "Find & Add Programs" button to find programs to which to donate positions.' There are three buttons: 'Find & Add Programs', 'Cancel Changes', and 'Save'. Below the buttons is a table with columns: 'Donating To', 'Drag & Drop', 'Order', 'Program Description / Institution Name', 'Location', 'Status', 'NRMP Program Code', 'ACGME Program Code', and 'Remove'. The 'Total Positions Donated' is shown as 0. There is a text input field for 'NRMP Program Code' with the value '1' and an 'Add & Save' button. The footer of the page shows 'Joint A/P'.

Note: This Reversions guide explains how to complete this task using a desktop computer. The menu options are the same whether using a mobile device or desktop.

What is a Reversion?

The NRMP offers institutions the option to revert, or donate, unfilled positions in one program to another during the matching process. If a donor program does not fill its quota, a designated number (equal to or less than the quota) of its unfilled positions can be added automatically to the quota of a receiver program. The reversion process is available for all Matches and offers a degree of protection against the possibility that positions at an institution will be unfilled.



Only the donor program can create the reversion, and ALL reversions must be approved by the NRMP institutional official.

Reminder:

- Programs **CANNOT** revert more positions than the current program quota.
- Reversions can be added, changed, or deleted but they **MUST** be finalized and approved by the Rank Order List (ROL) Deadline.
- **NO Circular Reversions!** Circular reversions in which two programs both donate and receive positions from each other cannot be accommodated.

For more information on reversions, visit www.nrmp.org.

Login:

1. Enter the **Username** and **Password** you created for accessing the Registration, Ranking, and Results (R3®) system.
2. Click **Login**.

THE MATCH
NATIONAL RESIDENT MATCHING PROGRAM®

United States -> Registration, Ranking, and Results (R3®)

All Returning Users * Required

Applicants and Staff from Institutions, Hospitals, Programs, or Schools. If you have already created a Username and Password for a current Match, enter them here.

* Username:

* Password: [\(Forgot my Username or Password\)](#)

1

2 Login

Matches and Roles Page:

3. If your institution participates in more than one Match, the role and Match combinations for your account are displayed.

 The yellow icon indicates Matches that have pending tasks requiring your attention.

4. Click on your **Role & Institution Name** for the Match that requires reversions.

THE MATCH
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United States -> Registration, Ranking, and Results (R3®)

 Indicates match has pending tasks requiring your attention. Place your mouse over any yellow icon for more info.

Matches & Roles

You currently have the capability to act in 2 role/match combinations as listed below. Click on your Role & Institution Name for the appropriate Match you wish to manage at this time.

3

Match	Match Status	Your Role & Institution Name	City	State
Main Residency Match	RANKING	4 Proq Director Secondary Test Institution	Anytown	DC

Fellowship Matches

Match	Match Status	Your Role & Institution Name	City	State
Radiology	 RANKING	Proq Director Secondary Test Institution	Anytown	DC

The **Match Home Page** displays for the Match you selected. An example from both Matches is shown on this page.

Main Residency Match Home Page:

5. Your institution, role, username, and Match year display.
6. The programs for which you are registered will display, along with each program's NRMP program code, status, director, reversions, and quota number.
7. Main Residency Match Event dates display.

Match Home Page

My Institution: [Secondary Test Institution](#) - Anytown, DC Match Year: 2017
 Role: Program Director
 Username: [fitwick](#)

You currently have 4 Active Programs in the Match. Click a Program Description to manage the Program.

Program Description	NRMP Program Code	Program Status	Program Director	Reversions	Current Quota	SOAP
Radiology-Diagnostic	1894420A0	ACTIVE	Filius Filwick (Pledged on May 28, 2017)	D0 R0	3	Pending
Radiology-Diagnostic - Research	1894420A1	ACTIVE	Filius Filwick (Pledged on May 28, 2017)	D1 R0	2	Pending
Radiology-Diagnostic	1894420R0	ACTIVE	Filius Filwick (Pledged on May 28, 2017)	D0 R0	3	Pending
Radiation Oncology	1894430A0	ACTIVE	Filius Filwick (Pledged on May 28, 2017)	D0 R0	3	Pending

2017

Jun 11	Rank order list entry begins at 12:00 noon ET for all users
Aug 30	Rank Order List Deadline and deadline to withdraw from the Main Residency Match! Rank order lists must be certified no later than 9:00 p.m. ET.
May 31	Match Day! Match results released in R3* system at 1:00 p.m. ET.

[Click here](#) for the full Main Match Events listing

Match Home Page

My Institution: [Secondary Test Institution](#) - Anytown, DC Match Year: 2017
 My Role: Program Director Appointment Year: 2018
 Username: [fitwick](#)

You currently have 1 Active Program in the Match. Click a Program Description to manage the Program.

Program Description	NRMP Program Code	Program Status	Program Director	Reversions	Current
Breast Imaging	1894R02F0	ACTIVE	Filius Filwick (Pledged on May 28, 2017)	D0 R0	2

Match Event	Start Date	End Date
Register	22 Mar 2017 12:00 PM EDT	31 May 2017 09:00 PM EDT
Rank	28 May 2017 12:00 PM EDT	31 May 2017 09:00 PM EDT
Match Computation	31 May 2017 09:00 PM EDT	14 Jun 2017 12:00 PM EDT
Match Results	14 Jun 2017 12:00 PM EDT	14 Dec 2017 12:00 AM EST
Closed	14 Dec 2017 12:00 AM EST	19 Mar 2018 12:00 AM EDT

Fellowship Match Home Page:

5. Your institution, role, username, Match year and appointment year display.
6. The programs for which you are registered will display, along with each program's NRMP code, status, director, reversions, and quota number.
7. Fellowship Match event dates display.

Reversions:

1. Click the **Program Description** link for the program that will donate positions.

The screenshot shows the Match Home Page for a user named Filius Flitwick at Secondary Test Institution - Anytown, DC. The page displays a table of active programs. The first row, 'Radiology-Diagnostic', is circled in red with a '1' next to it.

Program Description	NRMP Program Code	Program Status	Program Director	Reversions	Current Quota	SOAP
Radiology-Diagnostic	1894420A0	ACTIVE	Filius Flitwick (Pledged on May 26, 2017)	D0 R1	3	Pending
Radiology-Diagnostic - Research	1894420A1	ACTIVE	Filius Flitwick (Pledged on May 26, 2017)	D1 R0	2	Pending
Radiology-Diagnostic	1894420R0	ACTIVE	Filius Flitwick (Pledged on May 26, 2017)	D0 R0	3	Pending
Radiation Oncology	1894430A0	ACTIVE	Filius Flitwick (Pledged on May 26, 2017)	D0 R0	3	Pending

The **View Program Details** page displays.

2. Click the **Reversions** tab.

The screenshot shows the View Program Details page for the 'Radiology-Diagnostic - Research' program. The 'Reversions' tab is circled in red with a '2' next to it.

My Institution: [Secondary Test Institution - Anytown, DC](#) Match Year: 2017
My Role: Program Director NRMP Institution Code: 1894
Username: [flitwick](#) ACGME Inst Code: 1001
Institution Status: ACTIVE NRMP Program Code: [1894420A1](#)
Program Name: Radiology-Diagnostic - Research ACGME Program Code: 4201678923
Program Type: Advanced
Program Status: ACTIVE

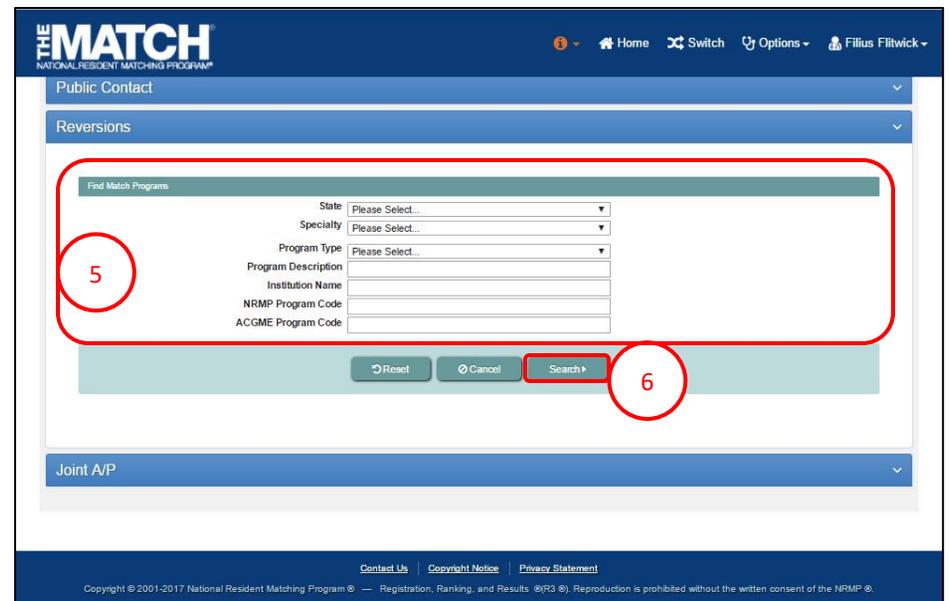
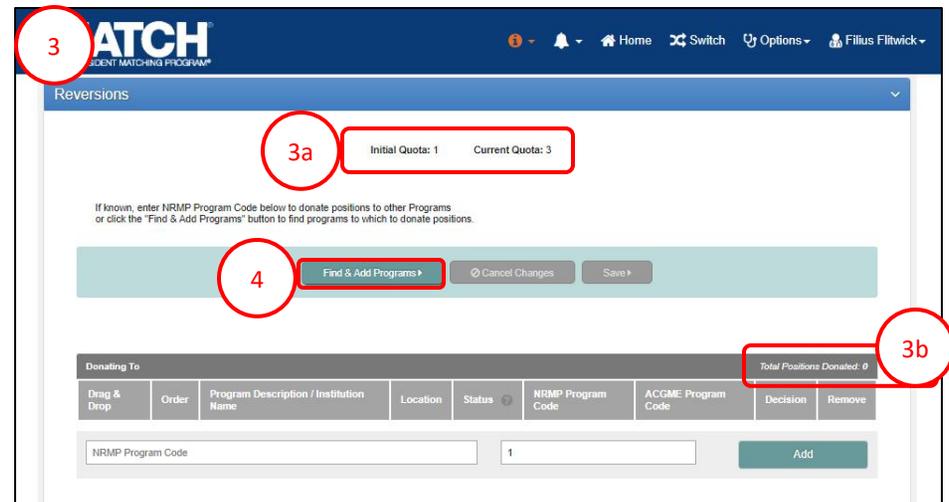
- Status
- Quota
- Change Requests & Approvals
- Program Director/Coord
- Public Contact
- Reversions**
- Joint A/P

Positions can be donated to one or multiple receiver programs either at the same institution or to a different institution. Reversions can be created in the R3® system by:

- **Finding & Adding a Program** using the search function, or
- Using the **NRMP Program Code**, if known

Reversions Using the Find & Add Program function:

3. Review the information displayed on the **Reversions** tab, which includes:
 - a. The **Initial** and **Current Quota** available from the donor program that can be reverted.
 - b. The **Donating To** identifying the current positions donated. In this example, total positions donated is 0.
4. Click the **Find & Add Program** button above the **Donating to** table.
5. The **Find Match Program** search fields display. Enter program search criteria into the appropriate fields.
6. Click **Search**.



Reversions Using the Find & Add Program button, continued:

7. The **Search Results** display. Scroll through the list.
 - a. Click the **Next** button at the bottom of the screen to view additional results.
8. Click the radio button in the **Select One** column to select the receiver program.
9. Above the **Search Results**, in option 2, enter the number of positions to donate to the selected receiver program. You cannot enter reversions for more positions than the current quota of the donor program.
10. Click the **Add Reversion** button.

Search Results

1. Select one program below. The program must be in active status to participate in a reversion.
2. Enter number of positions to donate here:
3. Click "Add Reversion" to add the Reversion:

There were 16 programs found. Click any column header to sort by that column.

Select One	Program Description / Institution Name	Location	Status	NRMP Program Code	ACGME Program Code
<input type="radio"/>	Radiology-Diagnostic_Secondary_Test_Institution	Washington, DC	ACTIVE	1894420R0	4208965441
<input type="radio"/>	Pediatrics_Secondary_Test_Institution	Anytown, DC	ACTIVE	1894320M0	3205698566
<input type="radio"/>	Internal Medicine - TEST_Secondary_Test_Institution	any, DC	ACTIVE	1894140P0	1401111111
<input type="radio"/>	Radiation Oncology_Secondary_Test_Institution	Anytown, DC	ACTIVE	1894430A0	4306965969
<input type="radio"/>	Vascular Surgery_Secondary_Test_Institution	Anytown, DC	ACTIVE	1894451P0	4514736763
<input type="radio"/>	Surgery-Preliminary_Secondary_Test_Institution	Anytown, DC	ACTIVE	1894440P0	4406547899
<input type="radio"/>	Internal Medicine - TEST_Secondary_Test_Institution	adfs, GA	ACTIVE	1894140P2	1402266778
<input type="radio"/>	Interventional Radiology (Integrated)_Secondary_Test_Institution	Washington, DC	ACTIVE	1894416A0	4164567777
<input type="radio"/>	Internal Medicine/Family Medicine_Secondary_Test_Institution	Anytown, DC	ACTIVE	1894740P0	7405639652
<input type="radio"/>	Radiology-Diagnostic_Secondary_Test_Institution	Washington, DC	ACTIVE	1894420A0	4201678923
<input type="radio"/>	Internal Medicine - TEST_Secondary_Test_Institution	Anytown, AL	ACTIVE	1894140C0	1401111111
<input type="radio"/>	Plastic Surgery_Secondary_Test_Institution	Anytown, DC	ACTIVE	1894360A0	3608956823
<input type="radio"/>	Dermatology_Secondary_Test_Institution	Anytown, DC	ACTIVE	1894080C0	0809659696
<input type="radio"/>	Dermatology_Secondary_Test_Institution	Anytown, DC	ACTIVE	1894090P0	090967453
<input type="radio"/>	Neurology_Secondary_Test_Institution	Anytown, DC	ACTIVE	1894180A0	1803554667
<input type="radio"/>	Internal Medicine - TEST_Secondary_Test_Institution	any, CA	WITHDRAWN	1894140P1	1401123333

of 16 rows

Reversions Using the Find & Add Program button, continued:

11. Two confirmation notes display:
 - a. The green note at the top of the screen will appear only for a few seconds.
 - b. The yellow note indicates you have unsaved changes related to the reversion you just made.
12. The receiver program will display in the **Donating To** table with total positions donated shown.
13. Click **Save** *above* the **Donating To** table.
14. If you choose to cancel the reversion before saving, click the **Cancel Changes** button *above* the **Donating To** table.



NOTE: The institutional official must approve the reversion before the Rank Order List Deadline. Refer to the **Change Approvals** guide to review those steps, if necessary. If the reversion is added by the institutional official, no approval is required.

15. The **View Program Details** screen displays and the Reversions tab will close after saving your Reversions.

The screenshot shows the 'Reversions' interface. At the top, a green notification bar (11a) states: 'The Reversions List has been updated. To save your changes, click the "Save" button at the bottom of this page.' Below this, a yellow notification bar (11b) states: 'You have unsaved changes! Click "Save" to maintain the current reversions order.' The main area features a 'Donating To' table (12) with the following data:

Drag & Drop	Order	Program Description / Institution Name	Location	Status	NRMP Program Code	ACGME Program Code	Decision	Remove
	1	Radiology-Diagnostic Secondary Test Institution	Washington, DC	ACTIVE	1894420A0	4201678923	PENDING_ADD	X

Below the table, there is an input field for 'NRMP Program Code' with the value '1' and an 'Add' button. Above the table, there are three buttons: 'Find & Add' (14), 'Cancel Changes', and 'Save' (13).

The screenshot shows a sidebar menu with the following items: Status, Quota, Change Requests & Approvals, Program Director/Coord, Public Contact, Reversions (15), and Joint A/P. The 'Reversions' item is highlighted with a red box.

Reversions Using the NRMP Program Code:

1. Enter the **program's NRMP code** into the appropriate field.
2. Click **Add**.
 - a. The green note at the top of the screen will appear only for a few seconds.
 - b. The yellow note indicates you have unsaved changes related to the reversion.
3. If you are donating positions to more than one institution, repeat steps 1 and 2. The selected institutions will display in the **Donating To** table.
4. To change the order of the programs/institutions to which the positions will be donated when the algorithm is processed, click and hold the icon in the **Drag & Drop** column and drag the reversion to the position you desire.
5. The **Order** column identifies the order in which the positions are donated. All reversions are used in sequential order.
6. Click **Save** above the **Donating To** table.
7. The **View Program Details** screen displays and the Reversions tab will close after saving your Reversions.



The institutional official must approve the reversion before the Rank Order List Deadline. Refer to the **Change Approvals** guide to review those steps, if necessary. If the reversion is added by the institutional official, no approval is required.

Drag & Drop	Order	Program Description / Institution Name	Location	Status	NRMP Program Code	ACGME Program Code	Decision	Remove
					1			

2a The Reversions List has been updated.
To save your changes, click the "Save" button at the bottom of this page.

2b You have unsaved changes! Click "Save" to maintain the current reversions order.

Drag & Drop	Order	Program Description / Institution Name	Location	Status	NRMP Program Code	ACGME Program Code	Decision	Remove
	1	Radiation Oncology Secondary Test Institution	Anytown, DC	ACTIVE	1894430A0	4306985989	PENDING_ADD	X
	2	Radiology-Diagnostic Secondary Test Institution	Washington, DC	ACTIVE	1894420A0	4201678923	PENDING_ADD	X

- Status
- Quota
- Change Requests & Approvals
- Program Director/Coord
- Public Contact
- Reversions**
- Joint A/P

Deleting a Reversion:

1. Click the **Program Description** link for the donating program that has a reversion to be deleted.

Match Home Page

My Institution: [Secondary Test Institution](#) - Anytown, DC Match Year: 2017
Role: Program Director
Username: [flitwick](#)

You currently have 4 Active Programs in the Match. Click a Program Description to manage the Program.

Program Description	NRMP Program Code	Program Status	Program Director	Reversions	Current Quota	SOAP (?)
Radiology-Diagnostic	1894420A0	ACTIVE	Filius Flitwick (Pledged on May 26, 2017)	D0 R1	3	Pending
Radiology-Diagnostic - Research	1894420A1	ACTIVE	Filius Flitwick (Pledged on May 26, 2017)	D1 R0	2	Pending
Radiology-Diagnostic	1894420R0	ACTIVE	Filius Flitwick (Pledged on May 26, 2017)	D0 R0	3	Pending
Radiation Oncology	1894430A0	ACTIVE	Filius Flitwick (Pledged on May 26, 2017)	D0 R0	3	Pending

The **View Program Details** page displays.

2. Click the **Reversions** tab.

View Program Details

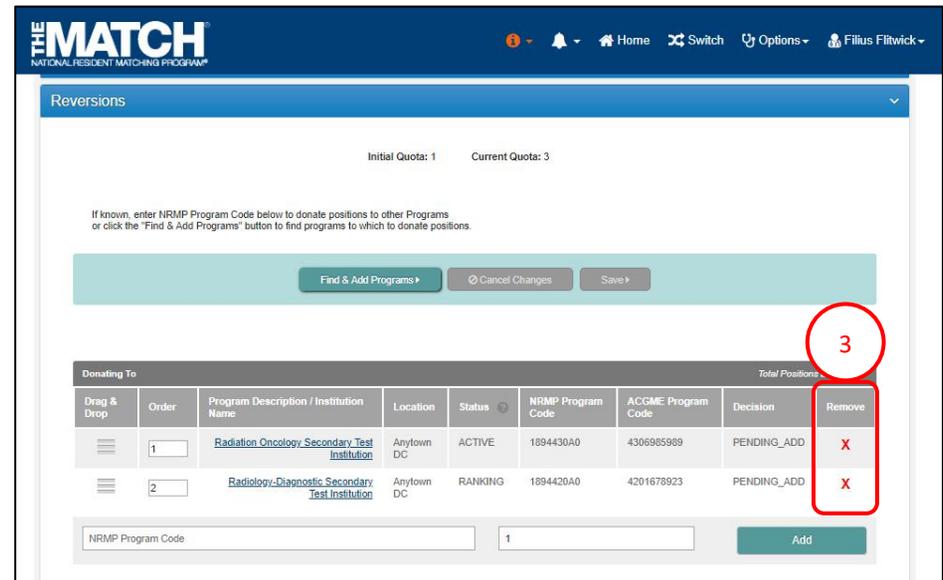
My Institution: [Secondary Test Institution](#) - Anytown, DC Match Year: 2017
My Role: Program Director NRMP Institution Code: 1894
Username: [flitwick](#) ACGME Inst Code: 1001
Institution Status: ACTIVE NRMP Program Code: [1894420A1](#)
Program Name: Radiology-Diagnostic - Research ACGME Program Code: 4201678923
Program Type: Advanced
Program Status: ACTIVE

- Status
- Quota
- Change Requests & Approvals
- Program Director/Coord
- Public Contact
- Reversions**
- Joint A/P

Deleting a Reversion:

The **Reversions** tab displays.

3. Review the information and click the **red X** in the **Remove** column.
 - a. If there is more than one reversion to be deleted, you must click the **red X** for each reversion to be deleted.

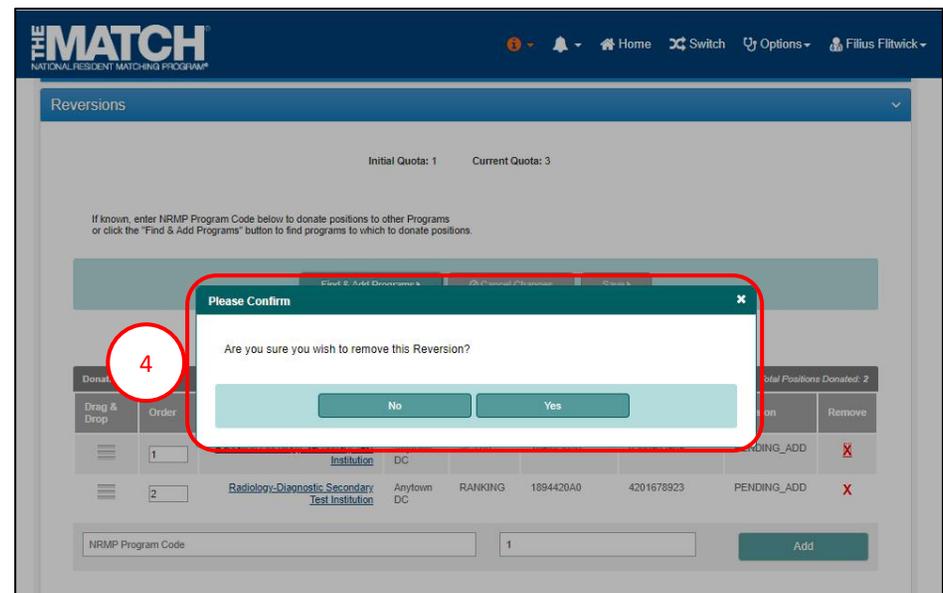


The screenshot shows the 'Reversions' tab in THE MATCH interface. At the top, it displays 'Initial Quota: 1' and 'Current Quota: 3'. Below this, there are buttons for 'Find & Add Programs', 'Cancel Changes', and 'Save'. A table titled 'Donating To' is shown with columns: Drag & Drop, Order, Program Description / Institution Name, Location, Status, NRMP Program Code, ACGME Program Code, Decision, and Remove. Two rows are visible, both with a red 'X' in the 'Remove' column. A red circle with the number '3' is drawn around the 'Remove' column header.

Drag & Drop	Order	Program Description / Institution Name	Location	Status	NRMP Program Code	ACGME Program Code	Decision	Remove
	1	Radiation Oncology, Secondary Test Institution	Anytown DC	ACTIVE	1894430A0	4306985989	PENDING_ADD	X
	2	Radiology-Diagnostic, Secondary Test Institution	Anytown DC	RANKING	1894420A0	4201678923	PENDING_ADD	X

4. The **Please Confirm** pop-up displays.

- a. Click **Yes** to continue deleting the reversion.
- b. Click **No** to return to the Reversions tab details.



The screenshot shows the same 'Reversions' tab as above, but with a 'Please Confirm' dialog box overlaid. The dialog box asks 'Are you sure you wish to remove this Reversion?' and has 'No' and 'Yes' buttons. A red circle with the number '4' is drawn around the dialog box.

Deleting a Reversion, Continued:

5. Two confirmation notes display:
 - a. The green note at the top of the screen will appear only for a few seconds.
 - b. The yellow note indicates you have unsaved changes related to the reversion you just made.
6. Click **Save** above the **Donating To** table.
7. The **View Program Details** screen displays and the Reversions tab will close after saving your Reversions.



The institution official must approve the deleted reversion before the Rank Order List Deadline. Refer to the **Change Approvals** guide to review those steps, if necessary. If the reversion is deleted by the institutional official, no approval is required.

5a

The Reversions List has been updated.
To save your changes, click the "Save" button at the bottom of this page.

NATIONAL RESIDENT MATCHING PROGRAM®

Reversions

Initial Quota: 1 Current Quota: 3

If known, enter NRMP Program Code below to donate positions to other Programs or click the "Find & Add Programs" button to find programs to which to donate positions.

Find & Add Programs Cancel Changes **Save** 6

5b

⚠ You have unsaved changes! Click "Save" to maintain the current reversions order.

Donating To								Total Positions Donated: 1
Drag & Drop	Order	Program Description / Institution Name	Location	Status	NRMP Program Code	ACGME Program Code	Decision	Remove
	1	Radiology-Diagnostic Secondary Test Institution	Anytown DC	RANKING	1894420A0	4201678923	PENDING_ADD	X

NRMP Program Code:

7

- Status
- Quota
- Change Requests & Approvals
- Program Director/Coord
- Public Contact
- Reversions**
- Joint A/P