



California Health Sciences University

COLLEGE OF OSTEOPATHIC MEDICINE

COMLEX-USA POLICY

I. POLICY STATEMENT

All College of Osteopathic Medicine students must pass COMLEX-USA Level 1, COMLEX-USA Level 2 CE and COMLEX-USA Level 2 PE of the Comprehensive Osteopathic Medical Licensing Examination (COMLEX) from the National Board of Osteopathic Medical Examiners (NBOME) in order to graduate.

Students are required to take each COMLEX-USA exam during specific time-frames listed in the table below. Students are responsible for all costs associated with taking all levels of the COMLEX-USA exams, including but not limited to exam fees, travel costs and multiple attempts at each exam if needed. The Associate Dean of Academic Affairs (for COMLEX-USA Level 1) and/or the Associate Dean for Clinical Affairs (for COMLEX-USA Level 2 CE and PE) may grant students exemptions to complying with these time-frame requirements in extraordinary circumstances, to be determined exclusively at the discretion of the Associate Deans. All examinations must be taken at a NBOME-approved testing center.

	Earliest Eligibility	Exam Deadline	Repeated Attempts
COMLEX-USA LEVEL 1	Following successful completion of 2 nd year curriculum (typically taken May to July)	Prior to start of clerkships in 3 rd year (July)	Within 8 weeks of score release
COMLEX-USA LEVEL 2 CE	April to July of 3 rd year, following successful completion of all required clerkships and COMATs	Within 60 days of completing 3 rd year clerkships (September 30 of 4 th year)	Within 8 weeks of score release
COMLEX-USA LEVEL 2 PE	Spring to summer of 3 rd year, following successful completion of all required clerkships and COMATs	Within 60 days of completing 3 rd year clerkships (September 30 of 4 th year)	Within 8 weeks of score release



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II. COMLEX-USA Level 1

Students must take COMLEX-USA Level 1 prior to the start of 3rd year clinical clerkships, generally between May and July of the 2nd year.

A student is eligible to take COMLEX-USA Level 1 if they have:

- Passed all 1st and 2nd year courses
- Achieved a minimum score of 450 on the Phase 1 Comprehensive Osteopathic Medical Self-Assessment Exam Version D (COMSAE-D) or E (COMSAE-E).*
 - If a student does not receive a minimum score of 450 on the Phase 1 COMSAE-D or COMSAE-E, he or she must submit the results of a self-administered, timed COMSAE (Form A, B, or C) to the Associate Dean of Academic Affairs demonstrating a score of 450 or higher at least five (5) business days prior to his or her scheduled COMLEX-USA Level 1 examination date.
 - If a student has not achieved a COMSAE score of at least 450 within five (5) business day of his or her examination date, he or she must meet with the Associate Dean of Academic Affairs or his or her designee to assist the student in creating an individualized preparation plan with benchmarks the student will be required to reach before being authorized to take COMLEX-USA Level 1. It may be necessary to postpone the start of the student's clinical rotations to allow the student additional time to study for the exam.
- Under certain circumstances, such as in cases of overall poor academic performance, the Associate Dean of Academic Affairs may recommend or require the student to delay taking the COMLEX-USA until the student is adequately prepared to take the exam.

**The Phase 1 COMSAE-D or E exams are provided and administered to students by the CHSU COM at a scheduled and specifically designated time which will be shared with the students.*

A) COMLEX-USA Level 1 First Failure

Failure of COMLEX-USA Level 1 may significantly impact a student's clinical rotation schedule, progression through the curriculum, ability to match into residency, graduation, and eligibility to start residency. A student who fails the first attempt of COMLEX-USA Level 1 is required to inform the Associate Dean of Academic Affairs, the Associate Dean for Clinical Affairs, and his or her clinical education coordinator (CEC). The Associate Dean and/or faculty designee will work with the student to create an individualized remediation plan which may include time off clinical rotations, directed studies, a formal board preparation course, and/or documentation of an



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additional COMSAE score greater than 450. The student will be placed on academic probation until he or she successfully passes the Exam.

Unless instructed otherwise by the Associate Dean, the student must re-take COMLEX-USA Level 1 within eight (8) weeks of notification of failure.

B) COMLEX-USA Level 1 Second Failure

A student who fails the second attempt of COMLEX-USA Level 1 is required to inform the Associate Dean of Academic Affairs, Associate Dean for Clinical Affairs, and his or her CEC.

The Associate Dean and/or faculty designee will work with the student to create an individualized remediation plan (as listed above). A formal board preparation course may be required.

Unless instructed otherwise by the Associate Dean, the student is required to make the third (final) attempt of the COMLEX-USA Level 1 within eight (8) weeks of notification of the failure.

C) COMLEX-USA Level 1 Third Failure

A student who fails COMLEX-USA Level 1 three (3) times will meet with the Student Progress Committee and the Dean. Students who fail the COMLEX-USA Level 1 three (3) times are subject to dismissal from CHSU COM due to insufficient academic progress.

III. COMLEX-USA Level 2 CE

Students are required to take COMLEX-USA Level 2 CE sixty (60) days following successful completion of all 3rd year curricular and clerkship requirements.

A student is eligible to take COMLEX-USA Level 2 CE if he or she has:

- Successfully completed all 3rd year curricular and clerkship requirements including the Osteopathic Principles and Practice (OPP) course. The requirements for each course are listed in the course syllabus and may include, but are not limited to completion of all patient logs, cases, quizzes, and passage of all post-rotation NBOME COMAT examinations, including the OPP NBOME COMAT examination.
- Submitted evidence of a minimum score of 450 on the Phase 2 timed Comprehensive Osteopathic Medical Self-Assessment Exam (COMSAE) to the Associate Dean for Clinical Affairs at least five business days prior to taking the COMLEX-USA Level 2 CE.
 - If a student has not achieved a Phase 2 timed COMSAE score of at least 450 within five (5) business days of their examination date, the student must meet with the Associate Dean for Clinical Affairs or their designee to assist the student in creating



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an individualized preparation plan with benchmarks the student will be required to reach before being authorized to take COMLEX-USA 2CE. During this time, the student may be taken off clinical rotations and placed on Directed Studies to prepare for the examination.

Students are given a 24-hour excused absence from rotations to take COMLEX-USA Level 2CE if a request is submitted to the Clinical Education Department at least ten (10) business days in advance of the examination.

A) COMLEX-USA Level 2 CE First Failure

Failure of COMLEX-USA Level 2 CE may significantly impact a student's clinical rotation schedule, progression through the curriculum, ability to match into residency, graduation, and eligibility to start residency. A student who fails the first attempt of COMLEX-USA Level 2 CE is required to inform the Associate Dean for Clinical Affairs and his or her CEC.

The Associate Dean and/or faculty designee will work with the student to create an individualized remediation plan which may include time off clinical rotations, directed studies, and a formal board preparation course. The student will be placed on academic probation until he or she successfully passes the Exam.

Unless instructed otherwise by the Associate Dean for Clinical Affairs, the student must re-take COMLEX-USA Level 2 CE within eight (8) weeks of notification of failure.

B) COMLEX-USA Level 2 CE Second Failure

A student who fails the second attempt of COMLEX-USA Level 2 CE is required to inform the Associate Dean for Clinical Affairs and his or her CEC. The student will be removed from clinical rotations at the conclusion of his or her current rotation, and placed on directed studies until a passing score is received.

The Associate Dean and/or faculty designee will work with the student to create an individualized remediation plan. A formal board preparation course may be required.

Unless instructed otherwise by the Associate Dean, the student is required to make the third (final) attempt of the COMLEX-USA Level 2 CE within 8 weeks of notification of the failure.



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C) COMLEX-USA Level 2 CE Third Failure

A student who fails COMLEX-USA Level 2 CE three (3) times will meet with the Student Progress Committee and the Dean and is subject to dismissal from CHSU COM due to insufficient academic progress.

IV. COMLEX-USA Level 2 PE

Students are required to take COMLEX-USA Level 2 PE by September 30 of the 4th year.

A student is eligible to take COMLEX-USA Level 2 PE if he/she has:

- Successfully completed all 3rd year curricular and clerkship requirements including the Osteopathic Principles and Practice (OPP) course. The requirements for each course are listed in the course syllabus and may include, but are not limited to: completion of all patient logs, cases, quizzes, and passage of all post-rotation OMS III NBOME COMAT examinations, including the OPP NBOME COMAT examination.

If a student is off-track with his or her matriculating class for any reason, he/she is required to take the COMLEX-USA Level 2 PE within 60 days following successful completion of all 3rd year curricular requirements (see above section). Rare exceptions to this deadline must be authorized in advance by the Associate Dean for Clinical Affairs.

Students are given a 72-hour excused absence from rotations to take COMLEX-USA 2 PE if a request is submitted to the Clinical Education Department at least ten (10) business days in advance of the examination.

A) COMLEX-USA Level 2 PE First Failure

Failure of COMLEX-USA Level 2 PE may significantly impact a student's clinical rotation schedule, progression through the curriculum, ability to match into residency, graduation, and eligibility to start residency.

A student who fails the first attempt of COMLEX-USA Level 2 PE is required to inform the Associate Dean for Clinical Affairs and his or her CEC.

The Associate Dean and/or faculty designee will work with the student to create an individualized remediation plan which may include time off clinical rotations, assigned clinical rotations, and/or directed studies. The student will be required to participate in a formal, individualized remediation plan including practice sessions under the direction of the Standardized Patient Program.



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The student will be placed on academic probation until he or she successfully passes the Exam.

Unless instructed otherwise by the Associate Dean for Clinical Affairs, the student must re-take COMLEX-USA Level 2 PE within eight (8) weeks of notification of failure.

B) COMLEX-USA Level 2PE Second Failure

A student who fails the second attempt of COMLEX-USA Level 2 PE is required to inform the Associate Dean for Clinical Affairs and his or her CEC.

The student will be removed from clinical rotations at the conclusion of his or her current rotation, and placed on directed studies until a passing score is received.

The student will be placed on academic probation.

The Associate Dean and/or faculty designee will work with the student to create an individualized remediation plan. A formal board preparation course may be required.

Unless instructed otherwise by the Associate Dean, the student is required to make the third (final) attempt of the COMLEX-USA Level 2 PE within eight (8) weeks of notification of the failure.

C) COMLEX-USA Level 2PE Third Attempt Failure

A student who fails COMLEX-USA Level 2 PE three (3) times will meet with the Student Progress Committee and the Dean and is subject to dismissal from CHSU COM.

V. COMLEX-USA Level 3

Following graduation, the CHSU COM Registrar's Office approves each graduate to take COMLEX-USA Level 3 through the NBOME website. Generally, graduates take this examination at the completion of the first year of post-graduate training; however, requirements for taking this examination vary from state to state. Graduates should contact the osteopathic medical licensing board in the state where they will have post-graduate training for further information.

VI. ADDENDUM

The COM will publish to the public the COMLEX-USA Level 1, Level 2 CE, Level 2 PE, and Level 3 first time pass rate for all students in each class of the COM.



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- Policy Owner: Dean of COM
- Effective Date: 8/20/2018
- Approval by Provost Date: 8/20/2018