



# California Health Sciences University

## COLLEGE OF OSTEOPATHIC MEDICINE (COM)

### 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 timeframes 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 for Academic Affairs may grant students exemptions to complying with these time-frame requirements in extraordinary circumstances, to be determined exclusively at the discretion of the Associate Dean. All examinations must be taken at a NBOME-approved testing center.

	<b>Earliest Eligibility</b>	<b>Exam Deadline</b>	<b>Repeated Attempts</b>
<b>COMLEX-USA LEVEL 1</b>	Following successful completion of OMS-II year curriculum (typically taken May to July)	Prior to start of clerkships in OMS-III year (July)	Within (eight) 8 weeks of score release
<b>COMLEX-USA LEVEL 2 CE</b>	April to July of OMS-III year, following successful completion of all required clerkships and COMATs	Within (sixty) 60 days of completing OMS-III year clerkships (and prior to September 30 of OMS-IV year)	Within (eight) 8 weeks of score release
<b>COMLEX-USA LEVEL 2 PE</b>	Spring of OMS-III year, for those approved in good academic standing	Within (sixty) 60 days of completing OMS-III year clerkships (September 30 of OMS-IV year)	Within (eight) 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 OMS-III year clinical clerkships, generally between May and July of the OMS-II year.

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

- Passed all OMS-I and OMS-II year courses and completed all required academic elements.
- 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.
- Received certification for the exam from the CHSU Registrar's Office.

### A. COMLEX-USA Level 1 Failures

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 meet with the Student Progress Committee (SPC).

The student will be notified via email/digital letter of a required meeting with the full Student SPC for review. The SPC meets with the student to discuss and vote on a recommendation.

The SPC makes their recommendation to the Associate Dean for Academic Affairs. The Office of Academic Affairs works with the student and the Offices of the Student Affairs and Clinical Affairs to follow through SPC recommendations and create an individualized study plan for remediation which may include time off clinical rotations, directed studies, 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 Academic Affairs, the student must re-take COMLEX-USA Level 1 within eight (8) weeks of notification of failure.



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A student who fails the COMLEX-USA Level 1 three (3) times is subject to dismissal from CHSU-COM due to insufficient academic progress.

A student with 4 cumulative failures of any combination of COMLEX Level 1, Level 2 PE or Level 2 CE is subject to dismissal from CHSU-COM due to insufficient academic progress.

Only the Dean of COM can revise the final decision upon receiving an appeal by the student.

### III. COMLEX-USA LEVEL 2 CE

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

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

- Successfully completed all OMS-III year curricular and clerkship requirements including the required Osteopathic Principles and Practice (OPP) elements. 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.
- Students are given a 24-hour excused absence from clerkships 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 Failures

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 appear before the SPC.

The SPC makes their recommendation to the Associate Dean for Academic Affairs. The Office of Academic Affairs works with the student and the Office of the Student Affairs and the Office of the Clinical Affairs to follow through SPC recommendations and create an individualized remediation plan which may include



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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 Academic 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 Third Failure**

A student who fails COMLEX-USA Level 2 CE three (3) times is subject to dismissal from CHSU-COM due to insufficient academic progress.

A student with 4 cumulative failures of any combination of COMLEX Level 1, Level 2 PE or Level 2 CE is subject to dismissal from CHSU-COM due to insufficient academic progress.

Only the Dean of COM can revise the final decision upon receiving an appeal by the student.

## **IV. COMLEX-USA LEVEL 2 PE**

Students are required to take COMLEX-USA Level 2 PE by September 30 of the OMS-IV year. A student is eligible to take COMLEX-USA Level 2 PE if he/she has successfully completed all OMS-II year curricular requirements and be in good academic standing.

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 Failures**

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 meet with the SPC.

The Office of the Academic Affairs works with the Student and the Offices of the Clinical Affairs and Students Affairs to create an individualized remediation plan



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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.

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

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

A student who fails COMLEX-USA Level 2 PE three (3) times is subject to dismissal from CHSU COM.

A student with (four) 4 cumulative failures of any combination of COMLEX Level 1, Level 2 PE or Level 2 CE is subject to dismissal from CHSU-COM due to insufficient academic progress.

Only the Dean of COM can revise the final decision upon receiving an appeal by the student.

### **V. COMLEX-USA LEVEL 3**

Following graduation, the CHSU 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. In most cases a residency program director must also attest to the candidate's eligibility for this exam.

### **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
- Revised Date: 2/06/2020
- Approval by Provost Date: 2/07/2020