



California Health Sciences University
COLLEGE OF OSTEOPATHIC MEDICINE
COMLEX-USA POLICY

I. POLICY STATEMENT

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

Additionally all students must have passed COMLEX Level 2 by January 30 of their OMS IV year , in order to be certified by CHSU-COM as eligible for the National Resident Matching Program (NRMP).

All students are required to take the COMLEX-USA examinations during the specific timeframes listed in the table below. Students are responsible for all costs associated with preparing for and taking all levels of the COMLEX-USA exams, including but not limited to extracurricular study programs, exam fees, travel costs and multiple attempts at each exam if needed. The Associate Dean for Academic Affairs and Assessment may grant students exemptions to these time-frame requirements in extraordinary circumstances, to be determined exclusively at the discretion of the Associate Dean. The COMLEX-USA examinations must be taken at a NBOME-approved testing center.

	Earliest Eligibility	Exam Deadline	If Failed: Repeated Attempts
COMLEX-USA LEVEL 1	Following successful completion of OMS-II year curriculum including CSI Course (COMLEX is typically taken in June to July) CSI course not required for everyone?	Prior to start of clerkships in OMS-III year (July)	Within 8 weeks of most recent score release
COMLEX-USA LEVEL 2 CE	May to July of OMS-III year, following successful completion of all required clerkships. COMATs, and CCM Course (only as needed?)	Within 60 days of completing OMS-III year clerkships (and prior to September 30 of OMS-IV year)	Within 8 weeks of most recent 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.

Students are 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.
- Received certification for the exam from the CHSU Registrar's Office.

The Associate Dean of Academic Affairs and Assessment has discretionary authority to determine if students are sufficiently prepared to take the COMLEX exam. In certain circumstances, such as in cases of inadequate academic performance, the Associate Dean of Academic Affairs and Assessment may recommend or require that the student delay taking the COMLEX-USA Level 1 until the student is adequately prepared to take the exam.

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 any attempt of COMLEX-USA Level 1 is required to meet with the Student Progress Committee (SPC).

The student will be notified, typically within ten business days, after the COM learns of the exam failure as to the COMLEX outcome and the required meeting with the SPC. Thereafter, the student will receive via email/digital letter of a required hearing with the full SPC for review. The SPC meets with the student to discuss the COMLEX performance and vote on a recommendation.

The SPC makes their recommendation to the Associate Dean for Academic Affairs and Assessment. The Office of Academic Affairs works with the student and the Offices of the Student Affairs and Clinical Affairs to follow the SPC recommendations and create an individualized study plan for remediation, which may include, without limitation, a pause of clinical rotations, directed studies, and/or a formal board preparation course.

Students will be placed on academic probation until they successfully pass the Exam.

Students requesting a Leave of Absence (LOA) will be required to follow the LOA policy.



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

A student who fails the COMLEX-USA Level 1 three (3) times is 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 within sixty (60) days following successful completion of all OMS-III year curricular and clerkship requirements.

Students are eligible to take COMLEX-USA Level 2 CE if they have:

- 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 passing 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 any 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 the SPC recommendations and create an individualized remediation plan, which may include, without limitation, a pause in clinical rotations, directed studies, and/or a formal board preparation course.

Students will be placed on academic probation until they successfully pass the Exam.

Students requesting a Leave of Absence (LOA) will follow the LOA policy.

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 receiving notification of failure.



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Passing COMLEX Level 2 by January of the OMS IV year is a pre-requisite to entering the NRMP Match. Those students who do not pass the COMLEX Level 2 examination by this date will automatically be suspended from the Match program until such time as they achieve a passing score and are then invited to return to the COM as part of the following year's OMS IV cohort.

Students applying for Urology, Military Matching, and San Francisco match programs must pass COMLEX Level 2 by the end of September in order to complete of the application process.

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.

IV. 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 during or 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.

V. ADDENDUM

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



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RESPONSIBILITIES

Dean of the College of Osteopathic Medicine (COM)

HISTORY (R*)

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R: Dean of COM

A: Associate Dean of AA&A

C: Dean of COM, Associate Dean of AA&A

I: CHSU Community