



SCHOOL of
OSTEOPATHIC
MEDICINE

Policy Title: COMLEX USA
Functional Area: ACADEMIC/ADMINISTRATIVE

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Policy Contact: Assoc. Dean of Medical & Interprofessional Education
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Purpose: The purpose of this document is to outline the policies and procedures related to COMLEX USA which are included in the UIWSOM DO Student Handbook, and the policy for UIWSOM to publish COMLEX pass rates on its website.

1) COMLEX Level 1 and Level 2CE and PE requirements for graduation:

Graduation Requirements

- A UIWSOM learner is a candidate for graduation if the following responsibilities have been met:
- Complete and pass all the curricular and clinical requirements
- ***Achieve passing scores for the COMLEX-USA Level 1, Level 2-CE, and Level 2-PE exams***
- Complete the minimum number of credit hour requirements
- Resolve any professional issues on record or pending
- Satisfy all indebtedness, return all loaned or rental property, and complete exit counseling with the UIWSOM Enrollment Specialist in conjunction with UIW Office of Financial Assistance and Business Office.
- Apply for graduation with the UIW Registrar's Office and pay all associated fees

2) Unit 10 National Board Preparation- COMLEX-USA Level 1

This six-week unit is designed to provide learners concentrated opportunities to successfully pass COMLEX-USA Level 1. To ensure learners are attaining the medical knowledge competencies required to begin Year 3 and pass ***COMLEX Level 1***, UIWSOM requires learners to complete all aspects of the curriculum and complete comprehensive testing through COMSAE Phase 1 at the end of the Year 2 of the DO curriculum. A learner will receive a final grade when a passing score is earned on the COMSAE.

3) Unit 11 Readiness for Clerkships

The purpose of this unit is to provide learners an opportunity to complete requirements to begin Phase II clerkship rotations. In the first three weeks of this six-week experience, learners requiring additional study time to successfully pass ***COMLEX-USA Level 1*** will do so by completing self-directed preparation. In the last three weeks of the Unit, all learners prepare for clinical rotations by completing administrative requirements mandated by clerkship sites. Such requirements may include but are not limited to training in the Health Insurance Portability and Accountability Act (HIPAA), Occupational Safety and Health Administration (OSHA), Basic Life Support (BLS), Pediatric Advanced Life Support (PALS), Advanced Cardiac Life Support (ACLS), Sartori Alternatives to Managing Aggression (SAMA), as well as completion of forms, drug testing, fingerprinting, and other site-specific requirements.

4) National Board Preparation- COMLEX-USA Level 2

Like the longitudinal board preparation throughout Phase I, learners participate in ongoing board preparation that entails review and reinforcement of clinical and osteopathic principles germane to

COMLEX-USA Level 2 content. Learners must have a passing score documented by the National Board of Osteopathic Medical Examiners (NBOME) on both **COMLEX-USA Level 2-CE and PE** to graduate from the UIWSOM. (Please note: Due to COVID-19 pandemic, the COCA has waived the graduation requirement of passing COMLEX Level 2PE due to closure of the NBOME test sites.)

- 5) **Year 4** consists of nine rotations (four weeks each), continued board preparation, successful completion of **COMLEX Level 2 CE and PE**, and a Readiness for Residency unit.

Board Preparation

Continuing in Year 4, students will participate in ongoing board preparation that entails review and reinforcement of clinical and osteopathic principles applicable to **COMLEX Level 2** content. Learners must pass both **COMLEX Level 2 CE and 2 PE** in order to graduate from UIWSOM.

- 6) **Comprehensive Exams: COMSAE Phase I and COMSAE Phase 2**

According to the accreditation requirements as outlined by the AOA Commission on Osteopathic College Accreditation (COCA), osteopathic medical students are required to successfully pass the National Board of Osteopathic Medical Examiners' (NBOME) Comprehensive Osteopathic Medical Licensing Examination exams (COMLEX-USA Level 1, Level 2 CE, and Level 2 PE) as part of a School of Osteopathic Medicine's graduation requirements.

COMSAE Phase 1

To ensure learners are attaining the competencies required to begin Phase II in the UIWSOM curriculum and determine readiness to sit for COMLEX-USA Level 1, UIWSOM requires learners to complete COMSAE Phase 1 exams. The timeliness for the exam is announced each year.

COMSAE Phase 2

To ensure learners are attaining the medical knowledge competencies required to begin Year 4 and to determine their readiness to sit for COMLEX-USA Level 2 CE, UIWSOM requires learners to complete comprehensive testing through COMSAE. The timeliness for the exam is announced each year. A passing score on COMLEX-USA Level 1 is a prerequisite for taking COMSAE Phase 2.

UIWSOM pays for the first attempt of COMSAE Phase 1 and COMSAE Phase 2. All other COMSAE Phase 1 and COMSAE Phase 2 attempts, including those used for remediation and required external remediation programs, are the financial responsibility of the learner. NBOME logs the COMSAE exams taken, allowing UIWSOM to monitor purchased exams to ensure that no exams are repeated.

COMSAE Phase 1 and Phase 2 (First Attempt)

Standard Met: Learner is approved to take the associated board exam (COMLEX-USA Level 1 or COMLEX Level 2 CE).

Standard Not Met: Learners will receive instruction from the COMLEX Readiness Team and may require an in-person meeting with the Team to develop a remediation plan*. The remediation plan will include either an external immersion program or a COMSAE second attempt.

Standard Not Met with a score below 350: Learner will be required to enroll in an approved external immersion program. **

COMSAE Phase 1 and Phase 2 (Second Attempt)

Standard Met: Learner is approved to take the associated board exam (COMLEX-USA Level 1 or COMLEX Level 2 CE).

Standard Not Met: Learner will be required to enroll in an approved external immersion program. **

7) National Board Exams

According to the AOA Commission on Osteopathic College Accreditation (COCA requirements for the school), learners are required to pass the National Board of Osteopathic Medical Examiners' (NBOME) Comprehensive Osteopathic Medical Licensing Examination exams (COMLEX-USA Level 1, Level 2 CE, and Level 2 PE) to graduate. Once approved by the Dean to take the examination(s), learners must schedule with the NBOME and complete the examination by the UIWSOM approved deadlines. Learners are responsible for the fees and related expenses associated with taking the COMLEX-USA exams. UIWSOM does not pay for any COMLEX-USA exams.

Learners are allowed three attempts to pass each COMLEX-USA exam. It is important for the learner to be aware that many states limit the number of attempts a learner may take to pass the exam and failure to fall within their guideline on a number of failures allowed, will result in an inability to obtain licensure in that state.

The following outlines the COMLEX requirements set forth by the UIWSOM, enabling learners to sit for the COMLEX exams at the appropriate times and ensuring that all learners, including those remediating assessments, complete the assessments within the required six-year cumulative period.

- A. All osteopathic medical students are required to take and pass COMLEX-USA Level 1, Level 2- CE, and Level 2-PE before graduation. Once approved by UIWSOM, learners must schedule with the NBOME and complete the examination by the UIWSOM approved deadlines. Learners are responsible for the fees and related expenses associated with taking the COMLEX-USA exams. UIWSOM does not pay for any COMLEX-USA exams.
- B. Learners are allowed three attempts to pass each COMLEX-USA exam. The learner needs to be aware that many states limit the number of attempts a learner may take to pass the exam, and failure to fall within their guideline on the number of failures allowed will result in the inability to obtain licensure in that state.
- C. For a learner who fails a first or second attempt of any COMLEX-USA exam (Level 1/Level 2 CE/Level 2 PE):
 - a. The learner remains on clinical rotation until the remediation plan begins.
 - b. The learner must meet with the COMLEX Readiness Team to develop a remediation plan before rescheduling the exam.
 - c. The remediation plan will include an approved immersion program (4-6 weeks in length) and a tentative date the learner is to reattempt the exam.
 - d. The prescribed remediation plan generally will require the cancellation of one or more rotations to complete the immersion program. If rotation(s) is canceled, the learner will be placed on a Revised Degree Plan.
 - e. The learner will resume clinical rotations following completion of the remediation plan; however, the new schedule may include rotations in a different geographical region.
 - f. Tuition for required immersion programs will be the sole responsibility of the learner.
 - g. The learner must provide the COMLEX Readiness Team with updates regarding the study plan progress/question bank performance as outlined in the remediation plan and/or as requested. The learner must attend all scheduled academic support meetings.
 - h. The learner must follow and complete the prescribed remediation plan as designed to be allowed to sit for an additional attempt at the relevant COMLEX exam. UIWSOM will evaluate the learner's completion of the prescribed remediation plan and readiness to retake the test. UIWSOM may alter the tentative testing date established in the remediation plan.
 - i. A learner who does not complete the prescribed remediation plan will not be released to retake the exam and will be suspended from clinical rotations.
 - j. Learners must comply with applicable UIWSOM policies and federal statutes regarding the length of leaves within an academic year, including all suspensions and other leaves during that time. If remediation cannot be completed with documentation of a passing COMLEX

Level 1 score within that period, the learner will be dismissed.

- k. If the exam is not retaken with a passing score by the assigned date, the learner will be dismissed/withdrawn from the university.

For a learner who fails a third attempt of any COMLEX-USA exam (Level 1/Level 2 CE/Level 2 PE), the learner is immediately dismissed/withdrawn from the university with no option to appeal.

8) Reassessment (of Units in Phase I)

Each learner who has a designation of “standards not met” within a unit must reassess each component in which they received this designation (or complete EMT-B requirements as applicable). A plan and timeline for reassessment must be developed in consultation with the Office of Medical and Inter-Professional Education.

- Reassessment for Units 1 through 5 must be completed during the summer immediately following Unit 5 and before the start of the next academic year.
- Learners who must undergo reassessment for any unit in the second year must do so either immediately following the winter break during the second year or following the completion of Unit 9.
 - All reassessments for units in the second year must be completed and passed prior to taking *COMLEX-USA Level 1*.
 - Learners who must reassess a grading element in a core clerkship, selective or elective are not eligible to earn a final grade of Honors for that clerkship

9) UIWSOM publication of COMLEX-USA first time pass rate data

UIWSOM provides a public link to the website location where the last four years of COMLEX-USA Level 1, Level 2 CE, Level 2 PE, and Level 3 first time pass rates are published. The link is accessible at <https://osteopathic-medicine.uiw.edu/about-us/outcomes.html>.