



NOORDA COLLEGE
of OSTEOPATHIC MEDICINE

Policy Name:	COMLEX Policy
Approval Authority:	Dean
Responsible Executive:	Associate Dean for Clinical Affairs
Responsible Office(s):	Dean's Office
Effective:	May 2021
Expires:	January 2024
Last Revised:	October 2022
Next Review Date:	N/A

COMLEX-USA Policy

Policy Statement

The Comprehensive Osteopathic Medical Licensing Examination of the United States (COMLEX-USA) is a series of osteopathic medical licensing examinations administered by the National Board of Osteopathic Medical Examiners (NBOME). COMLEX-USA is the most common pathway by which osteopathic physicians (D.O.s) apply for medical licensure and is accepted in all 50 states.

A requirement has been set by the American Osteopathic Association that all osteopathic colleges 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 at the college.

Entities Affected by the Policy

Students

Policy Procedures

COMLEX-USA examination applications are available online at www.nbome.org and from the Department of Clinical Education.

COMLEX-USA Level 1

Students are eligible to sit for COMLEX-USA Level 1 after successful completion of all second-year courses and Clinical Management I:

- COMLEX-USA Level 1 must be taken during assigned Clinical Management Review (CMR) or within 30 days of its completion

COMLEX-USA Level 2 CE

Students are eligible to sit for COMLEX-USA Level 2 CE after successful completion of all third-year core clinical rotations and Clinical Management II.

Students requesting permission to take these exams outside these dates must be directed by or have authorization from the Associate Dean for Academic Affairs (?is this both for Level 1 and Level 2?).

COMLEX Remediation

In the case of failure of a COMLEX exam, Noorda-COM will be notified at the same time that the student receives the score. The student is to meet with the designated academic leadership as noted to determine a remediation plan. It is not necessary to immediately inform your site coordinator or preceptor.

- 1st Failure COMLEX Level 1:
 - Student meets with Academic Affairs, Learning Services and PACC
 - Student contacts Academic Affairs to reschedule the exam
- All Subsequent Failures COMLEX Level 1:
 - Student may be referred to SPC and required to present their case
 - SPC evaluates and makes recommendations, which could include, but are not limited to remediation, repeating second year, or possible dismissal
- 1st Failure COMLEX Level 2-CE:
 - Student meets with the Academic Affairs, Clinical Affairs and PACC
 - Student contacts their Clinical Education Coordinator to reschedule the exam
- All Subsequent Failures COMLEX Level 2-CE:
 - Student may be referred to SPC and required to present their case
 - SPC evaluates and makes recommendations, which could include but are not limited to remediation, repeating third year, or possible dismissal

Graduation Requirements

Each student must successfully complete and receive credit for all required coursework to qualify for graduation. A student who has fulfilled all the academic requirements may be granted the Doctor of Osteopathy degree provided the student:

- Has successfully completed all four (4) years of curriculum, the last two (2) years at Noorda-COM
- Has passed COMLEX-USA Level 1 and Level 2-CE
- Has complied with all the curricular, legal, and financial requirements of Noorda-COM
- Has received formal approval for graduation from the Faculty Senate and the Board of Trustees
- Attends, in person, the ceremony at which time the degree is conferred (unless excused by the Dean)
- Has demonstrated suitability for the practice of osteopathic medicine as evidenced by the:
 - ethical, personal, and professional qualities deemed necessary for the successful and continued study and practice of osteopathic medicine
 - assumption of responsibility for patient care and integrity in the clinical activities

Noorda-COM students must graduate within six (6) years of the date of matriculation. Exceptions to the six (6) year policy will be considered by the Dean on an individual basis, considering only extenuating circumstances. Entrance and completion of medical school does not guarantee further career opportunities up to and including matching and/or placement in a residency training program. Noorda-COM requires successful completion of COMLEX Levels 1 and 2-CE prior to graduation.

In the third year, six (6) core clinical clerkships must be successfully completed as is passage of COMLEX-USA Level 1 to continue to fourth year. The failure of COMLEX-USA Level 1 results in a student being placed in a remedial, non-credit preparation course for six (6) to eight (8) weeks,

which may lengthen the student's third year. A student may receive financial aid for one remedial course in third year.

In fourth year, eight (8) clerkships and the CEPA and Capstone courses must be completed. A COMLEX-USA 2-CE exam failure results in a student being placed in a remedial, non-credit NBOME Preparation course. Financial aid may be received for one (1) NBOME Preparation course within fourth year. Passage of COMLEX-USA Level 1 and Level 2 CE are required for graduation.

Grounds for Dismissal

The following outcomes have the potential for dismissal from the program. Decisions are adjudicated by the Student Performance Committee and the Senior Advisory Committee.

- First and Second Year
 - Two (2) course failures
- Third and Fourth Year
 - Two (2) clerkship failures
 - Two (2) COMLEX-USA Level 1, or Two (2) Level 2-CE failures
- Failure of three (3) total of either COMLEX-USA Level 1, Level 2-CE or four (4) cumulative failures of any combination of COMLEX-USA Level 1 or Level 2-CE can result in the student being dismissed from the COM.

Appeal

A student is allowed an appeal of dismissal for failing the maximum number of courses or exams. Acceptable appeal criteria are determined by the Promotion and Graduation Committee. The terms of the appeal are monitored by the Associate Dean for Academic Affairs in conjunction with the Office of the Dean. If the appeal is approved, and the recommendation by the Promotion and Graduation Committee is for the student to remediate the failed section(s) or to repeat the academic year, and the recommendation is approved by the Senior Advisory Committee, the student will be placed on Financial Aid Probation.

Fee Schedule

Examinations (COMLEX) by the National Board of Osteopathic Medical Examiners (NBOME) require the following fees, which are subject to change. National Board fees are paid directly to:

National Board of Osteopathic Medical Examiners
8765 W. Higgins Rd., Ste. 200
Chicago, IL 60631-4174
Telephone: (773) 714-0622
www.NBOME.org

<https://www.nbome.org/assessments/comvex/registration/fees/>

Some Noorda-COM students may also choose to take the USMLE. (This is not required by Noorda-COM.)

Examinations by the National Board of Medical Examiners (NBME) require the following fees and should be paid directly to:

National Board of Medical Examiners

P O Box 48014
Newark, NJ 07101-4814
Telephone: (215) 590-9500
Nbme.org

National Board of Medical Examiners
3750 Market Street
Philadelphia, PA 19104-3102
Telephone: (215) 590-9500
www.USMLE.org

Definitions

COMLEX-USA Level 2-CE – Cognitive Evaluation

Responsibilities

Dean
Associate Dean for Academic Affairs
Associate Dean for Clinical Affairs
Department of Clinical Affairs
Clinical Education Coordinator
PACC Committee
SPC Committee
Students

Policy Violations

Participation in a COMLEX exam without approval will be referred to an appropriate College official and may result in disciplinary action. Participation in a COMLEX exam without approval, which results in an exam failure will reflect on the student's performance at which point the student will be solely responsible for any additional failures that may restrict graduation and/or may lead to dismissal without appeal.

Interpreting Authority

Dean's Council
PACC

Statutory or Regulatory References

Relevant Links

nbome.org
nbme.org
usmle.org

Policy Adoption Review and Approval

Dean's Council
PACC