

USMLE and COMLEX Policy – Exhibit J

Responsible Party	GMEC	Last Revised	04/2023
Origination	12/2003	Last Approved/Effective	03/2025

Purpose

To describe the policy and procedures for passage of licensing examinations and eligibility of Resident Physician and Fellows for appointment in and reappointment to an ACGME accredited Resident training program.

Policy

1. Must have passed USMLE Steps 1 and 2 CK or COMLEX Levels 1 and 2 CE examinations as a condition for initial appointment at any level of training.
2. Must have passed USMLE Step 3 or COMLEX Level 3 examinations as a condition for initial appointment at the PGY 3 and above level of training.
3. Must pass USMLE Step 3 or COMLEX Level 3 examinations as a condition for reappointment to the PGY 3 level of training.
4. ECU Health Medical Center will directly pay the examination fee for the first USMLE Step 3 or COMLEX Level 3 examination if requested in the first year of training at the institution. It is expected that the exam will be taken during the first year of training in this institution. Residents applying to take USMLE Step 3 or COMLEX Level 3 examination will visit with the GME office to complete the online registration with a GME staff member who will enter the payment. Reimbursement for USMLE Step 3 or COMLEX Level 3 will occur only if the exam is taken and passing scores are received in the first year of training.
5. Individual residency programs may, at their discretion, require passage of USMLE Step 3 or COMLEX Level 3 examinations as a condition for initial appointment or reappointment to a PGY 2 position. It is expected each educational program will have a program policy addressing their expectations regarding passage of these exams; however, the policy cannot be more lenient than the institutional policy.