



INSTITUTIONAL POLICY: DO-14

Category:	Doctor of Osteopathic Medicine Program
Subject:	Promotion Requirement National Board Examination - Passage of COMLEX
Effective Date:	April 8, 2024
Updated:	N/A
Applicability:	Doctor of Osteopathic Medicine Students

DO 14-1. Authority

W. Va. Code § 18B-1-6

DO 14-2. Introduction

This policy defines the requirements of the West Virginia School of Osteopathic Medicine (“WVSOM”) for promotion of students as they relate to passage of the Comprehensive Osteopathic Medical Licensing Examinations (“COMLEX”).

DO 14-3. Definitions

- 3.1 “COMLEX Level 1” means the problem- and symptom-based assessment of basic medical sciences knowledge administered by NBOME.
- 3.2 “COMLEX Level 2-CE” means the cognitive examination (CE) of clinical skills administered by NBOME.
- 3.3 “COMLEX Prep Track” means the form of remediation and help defined in association with failure of COMLEX Level 1 or COMLEX Level 2-CE. Different forms of COMLEX Prep Track are used depending upon the circumstances of the failure.
- 3.4 “NBOME” means the National Board of Osteopathic Medical Examiners.
- 3.5 “OSCE” means the Objective Structured Clinical Examinations administered by the West Virginia School of Osteopathic Medicine.

DO 14-4. COMLEX Level 1 Requirements

- 4.1 Students must take COMLEX Level 1 to begin Year 3 clinical rotations, and must pass it to qualify to begin Year 4 clinical rotations.
- 4.2 Students must successfully complete all Year 1 and Year 2 courses, all required assignments, pass the Year 2 OSCE, and complete Level 1 readiness requirements as set forth in WVSOM’s Procedure for Institutional Policy DO-14: Promotion Requirement National Board Examination – Passage of COMLEX, to be eligible to take COMLEX Level 1.

- 4.2.1 All students are required to take COMLEX Level 1 within WVSOM's exam window as set forth in WVSOM's procedure on COMLEX examinations.
- 4.2.2 Students may not take COMLEX Level 1 on a date that conflicts with an academic activity required by WVSOM, unless excused by the Associate Dean for Predoctoral Clinical Education.
- 4.3 Failure to Take COMLEX Level 1
 - 4.3.1 Students who do not take COMLEX Level 1 within the exam window will not be allowed to continue on clinical rotations unless a deferment has been granted by the Vice President for Academic Affairs and Dean.
 - 4.3.2 An unexcused failure to take COMLEX Level 1 will result in the student being placed on Academically-at-Risk Category 1 and possible disciplinary action.
- 4.4 Failure of COMLEX Level 1
 - 4.4.1 For a first failure of COMLEX Level 1, students will be classified as Academically-at-Risk Category 1. Second or subsequent failures will result in students being placed on Academically-at-Risk Category 2.
 - 4.4.2 All students who fail COMLEX Level 1 will be placed on the COMLEX Prep Track as set forth in Procedure for Institutional Policy DO-14.

DO 14-5. COMLEX Level 2-CE Requirements

- 5.1 Students must pass COMLEX Level 2-CE as a requirement for graduation.
- 5.2 Students must pass COMLEX Level 1, pass all Year 3 courses, successfully complete all required assignments, pass the Year 3 OSCE, and complete Level 2 readiness requirements as set forth in Procedure for Institutional Policy DO-14 to be eligible to take COMLEX Level 2-CE.
 - 5.2.1 All students are required to take COMLEX Level 2-CE within WVSOM's exam window as set forth in WVSOM's procedure on COMLEX examinations.
 - 5.2.2 Students may not take COMLEX Level 2-CE on a date that conflicts with an academic activity required by WVSOM, unless excused by the Associate Dean for Predoctoral Clinical Education.
- 5.3 Failure to Take COMLEX Level 2-CE
 - 5.3.1 Students who do not take COMLEX Level 2-CE within the exam window will not be allowed to continue on clinical rotations unless a deferment has been granted by the Vice President for Academic Affairs and Dean.
 - 5.3.2 An unexcused failure to take COMLEX Level 2-CE will result in the student being placed on Academically-at-Risk Category 1 and possible disciplinary action.

5.4 Failure of COMLEX Level 2-CE

5.4.1 For a first failure of COMLEX Level 2-CE, students will be classified as Academically-at-Risk Category 1. Second or subsequent failures will result in students being placed on Academically-at-Risk Category 2.

5.4.2 All students who fail COMLEX Level 2-CE will be placed on the COMLEX Prep Track as set forth in Procedure for Institutional Policy DO-14.

DO 14-6. Number of Overall COMLEX Failures

6.1 Students will be academically dismissed if they exceed two COMLEX failures on any one exam type (COMLEX Level 1 or COMLEX Level 2-CE).

6.2 Students will be academically dismissed if they exceed four COMLEX failures overall.

6.3 Academic dismissals under this Section 6 are not appealable under Section 8.

DO 14-7. Appeal

Except for academic dismissals under Section 6, requirements found in this policy that constitute an academic sanction may be appealed under WVSOM's policy on appeal of academic dismissal and academic sanctions.

DO 14-8. Implementation of Policy

This policy will be implemented using applicable WVSOM policies and procedures, including WVSOM's procedure on COMLEX examinations.

DO 14-9. References

9.1 Procedure for Institutional Policy DO-14: Promotion Requirement National Board Examination - Passage of COMLEX

9.2 Institutional Policy DO-08: Academically-at-Risk

9.3 Institutional Policy DO-15: Promotion Requirement - Objective Structured Clinical Examinations (OSCEs)