



INSTITUTIONAL POLICY: E-23

Category:	Education
Subject:	Promotion Requirement National Board Examination - Passage of COMLEX
Effective Date:	July 1, 2018
Updated:	N/A
Applicability:	Students

E 23-1. Authority

W. Va. Code § 18B-1-6

E 23-2. 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”).

E 23-3. 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 Level 2-PE” means the performance examination (PE) of clinical skills administered by NBOME.
- 3.4 “COMLEX Prep Track” means the form of remediation and help defined in association with failure of COMLEX Level 1, COMLEX Level 2-CE, or COMLEX Level 2-PE. Different forms of COMLEX Prep Track are used depending upon the circumstances of the failure.
- 3.5 “COMSAE” means the Comprehensive Osteopathic Medical Self-Assessment Examination administered by the West Virginia School of Osteopathic Medicine.
- 3.6 “NBOME” means the National Board of Osteopathic Medical Examiners.
- 3.7 “OSCE” means the Objective Structured Clinical Examinations administered by the West Virginia School of Osteopathic Medicine.
- 3.8 “Reference Exam” means the first taking of any of the COMLEX exams.

E 23-4. Required Assessment Exams for COMLEX

4.1 Qualifying Exams

- 4.1.1 COMSAEs or other qualifying examinations preapproved by the Vice President for Academic Affairs and Dean assess students' knowledge and abilities as they prepare to take COMLEX cognitive examinations.
- 4.1.2 A student who passes the Level 1 qualifying exam administered by WVSOM is eligible to take COMLEX Level 1. A student not obtaining a passing score on the Level 1 qualifying exam must enter into a Level 1 qualifying exam Prep Track. Upon completion of the Level 1 qualifying exam Prep Track, the student is eligible to take COMLEX Level 1.
- 4.1.3 A student who passes the Level 2 qualifying exam administered by WVSOM is eligible to take COMLEX Level 2-CE. A student not obtaining a passing score on the Level 2 qualifying exam must enter into a Level 2 COMSAE Prep Track. Upon completion of the Level 2 qualifying exam Prep Track, the student is eligible to take COMLEX Level 2 CE.

4.2 OSCE

- 4.2.1 OSCEs assess students' clinical skills as they prepare to take the COMLEX performance examination.
- 4.2.2 Each student must pass the Year 3 OSCE before he or she may take COMLEX Level 2-PE.
- 4.2.3 Students who do not successfully complete the OSCE requirement on the second attempt will be classified as Academically-at-Risk Category 2 and meet with the Student Promotion Committee as set forth in Institutional Policy E-35: Objective Structured Clinical Examinations (OSCEs).

E 23-5. COMLEX Level 1

- 5.1 Requirement for Passage. Students must take COMLEX Level 1 to begin Year 3 clinical rotations, and must pass it to qualify to begin Year 4 clinical rotations.
- 5.2 Reference Exam Requirements (First Attempt)
 - 5.2.1 Students must successfully complete all Year 1 and Year 2 courses, all required assignments, pass the Year 2 OSCE, and either pass the Level 1 qualifying exam or complete the Level 1 qualifying exam Prep Track to be eligible to take COMLEX Level 1.
 - 5.2.2 All students are required to take COMLEX Level 1 within WVSOM's exam window as set forth in WVSOM's procedure on COMLEX examinations.
 - 5.2.3 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.

5.3 Failure to Take COMLEX Level 1

5.3.1 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.

5.3.2 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.

5.4 Failure of COMLEX Level 1

5.4.1 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.

5.4.2 All students who fail COMLEX Level 1 will be placed on the COMLEX Prep Track.

E 23-6. COMLEX Level 2-CE

6.1 Requirement for Passage. Students must pass COMLEX Level 2-CE as a requirement for graduation.

6.2 Reference Exam Requirements (First Attempt)

6.2.1 Students must pass COMLEX Level 1, pass all Year 3 courses, successfully complete all required assignments, pass the Year 3 OSCE, and either pass the Level 2 qualifying exam or complete the Level 2 qualifying exam Prep Track to be eligible to take COMLEX Level 2-CE.

6.2.2 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.

6.2.3 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.

6.3 Failure to Take COMLEX Level 2-CE

6.3.1 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.

6.3.2 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.

6.4 Failure of COMLEX Level 2-CE

6.4.1 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.

6.4.2 All students who fail COMLEX Level 2-CE will be placed on the COMLEX Prep Track.

E 23-7. COMLEX Level 2-PE

- 7.1 Requirement for Passage. Students must pass COMLEX Level 2-PE as a requirement for graduation.
- 7.2 Reference Exam Requirements (First Attempt)
 - 7.2.1 Students must pass the COMLEX Level 1, pass all Year 3 courses, successfully complete all required assignments, and pass the Year 3 OSCE to be eligible to take COMLEX Level 2-PE.
 - 7.2.2 All students are required to take COMLEX Level 2-PE within WVSOM's exam window as set forth in WVSOM's procedure on COMLEX examinations.
 - 7.2.3 Students may not take COMLEX Level 2-PE on a date that conflicts with an academic activity required by WVSOM, unless excused by the Associate Dean for Predoctoral Clinical Education.
- 7.3 Failure to Take COMLEX Level 2-PE
 - 7.3.1 Students who do not take the COMLEX Level 2-PE 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.
 - 7.3.2 An unexcused failure to take COMLEX Level 2-PE will result in the student being placed on Academically-at-Risk Category 1 and possible disciplinary action.
- 7.4 Failure of COMLEX Level 2-PE
 - 7.4.1 For a first failure of COMLEX Level 2-PE, 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.
 - 7.4.2 Students who fail COMLEX Level 2-PE will be placed on the COMLEX Prep Track.

E 23-8. Number of Overall COMLEX Failures

- 8.1 Students will be academically dismissed if they exceed two COMLEX failures on any one exam type (COMLEX Level 1, COMLEX Level 2-CE, COMLEX Level 2-PE).
- 8.2 Students will be academically dismissed if they exceed four COMLEX failures overall.
- 8.3 Academic dismissals under this Section 8 are not appealable under Section 9.

E 23-9. Appeal

Except for academic dismissals under Section 8, 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.

E 23-10. Implementation of Policy

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

E 23-11. References

- 11.1 Procedure for Institutional Policy E-23: Promotion Requirement National Board Examination - Passage of COMLEX
- 11.2 Institutional Policy E-19: Academically-at-Risk
- 11.3 Institutional Policy E-35: Promotion Requirement - Objective Structured Clinical Examinations (OSCEs)