

UC Riverside, School of Medicine Policies and Procedures
Policy Title: Graduate Medical Education (GME) Licensing Exam Policy
Policy Number: 950-09-027

Responsible Officer:	Senior Associate Dean, Graduate Medical Education, Designated Institutional Official, UCR School of Medicine
Responsible Office:	Graduate Medical Education
Origination Date:	04/2022
Date of Revision:	12/2024
Scope:	UCR SOM Graduate Medical Education

I. Policy Text

The purpose of this policy is to set a standard for successful completion of all steps of the USMLE or COMLEX for appointment or continuation in any UCR postgraduate training program after the 12th month of postgraduate training (completed at UCR or in any training program prior to joining UCR), in accordance with California licensing regulations. This policy applies to all UCR-sponsored ACGME accredited residency and fellowship programs in all clinical learning environments.

II. Definitions

- A. USMLE** is the United States Medical Licensing Exam administered by the National Board of Medical Examiners for graduates of medical schools.
- B. COMLEX** is the Comprehensive Osteopathic Medical Licensing Exam administered by the National Board of Medical Examiners for graduates of osteopathic schools.

III. Policy Text

- A.** Incoming PGY-1 residents are required to take and pass the first two steps of the applicable Licensing Exam, either USMLE or COMLEX, to be eligible for employment at UCR. All PGY- 2 residents are required to have taken Step 3 of the USMLE examination and/or the COMLEX Level 3 before December 31st of their PGY- 2 year.

In order to be promoted to the PGY- 3 year of residency, successful completion of USMLE Step 3/COMLEX Level 3 is required. Failure to take USMLE Step 3/COMLEX Level 3 by December 31st of the PGY- 2 year will result in disciplinary action in accordance with section V.A.2 of the Academic Actions Policy.

Trainees starting at the PGY-2 level from an outside institution must pass all three steps of the Licensing Exam prior to the start of training at UCR.

- B.** Failure to pass all steps of the US Medical Licensing Exam and obtain a full and unrestricted Medical License in accordance with Medical Board Licensing regulations will result in an automatic resignation in accordance with section V.B.1 of the Academic Actions Policy.

IV. Responsibilities

- A.** Ensuring that the above in policy text A and B above are taken care of will be the exclusive responsibility of the Program Directors and Coordinators.
- B.** Program Directors are required to notify the GME Office of any trainee in non-compliance with this policy.

V. Procedures

The resident shall immediately notify the University, in writing, if any such licensure or registration is revoked, denied or otherwise restricted. The resident shall immediately notify the program of the results of all USMLE, COMLEX or other required examinations.

Approvals:

GRADUATE MEDICAL EDUCATION COMMITTEE (12/11/2024)

Signed by:



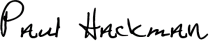
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RAJESH GULATI, M.D.
SENIOR ASSOCIATE DEAN FOR GRADUATE MEDICAL EDUCATION,
DESIGNATED INSTITUTIONAL OFFICIAL, SCHOOL OF MEDICINE

Signed by:



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PAUL HACKMAN, J.D., L.L.M.
CHIEF COMPLIANCE AND PRIVACY OFFICER,
SCHOOL OF MEDICINE

Signed by:



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DATE

DEBORAH DEAS, M.D., M.P.H
VICE CHANCELLOR, HEALTH SCIENCES
DEAN, SCHOOL OF MEDICINE