

Project Vida Health Center
Community Psychiatry Residency
Graduate Medical Education Policies and Procedures

USMLE Step III and COMLEX- USA Level 3 Policy

APPROVED: 11/1/2023

EFFECTIVE DATE: 11/1/2023

REVISED:

Purpose: It is the sponsoring institution's objective for residents to become eligible for licensing before they finish their training.

Policy: This policy is intended to ensure that residents at Project Vida Health Center, in accordance with ACGME accreditation standards, fulfill the necessary requirements for the successful completion of their accredited training program(s). These residents should be thoroughly prepared for competent and independent practice within their respective medical specialties, as well as meeting the qualifications necessary to obtain an unrestricted medical license.

Procedure:

1. Every resident must successfully complete the USMLE Step III or COMLEX-USA Level 3 examination by March 1st of their PGY II year or in the case of off-cycle residents, passing the exam is required by the end of the 8th month of their PGY II year.
2. The USMLE Step III or COMLEX-USA Level 3 transcript scores must be submitted to the training program by the March 1st deadline. If a resident has taken the Step III or Level 3 exam but has not yet received their scores by March 1st, they must inform the GME Office of the expected results release date. Off Cycle resident's deadline on the 8th month of their PGY II year.
3. Residents who do not succeed in passing the Step III or Level 3 examination, even after multiple attempts, will be dismissed from the training program at the conclusion of their PGY II year. This dismissal is considered final and cannot be appealed.
4. Program Directors are obligated to inform the GME Office when a resident fails the Step III or Level 3 exam and is at risk of dismissal under this policy.
5. All residents entering a program at the PGY 3 level or higher with prior residency training from an ACGME accredited program must have passing scores on all steps of the USMLE or all levels of the COMLEX-USA to be eligible for appointment to the program.

6. In the event that a resident's passing score is not documented by the specified deadline, the resident may not be extended a new GME Agreement. The resident will be obligated to fulfill the terms of their existing agreement.
7. The program is required to formally inform the resident in writing that the renewal of their agreement depends on their successful completion of Step III or Level 3.