



TEXAS TECH UNIVERSITY
HEALTH SCIENCES CENTER™
School of Medicine

Policy and Procedure

**PASSAGE OF US MEDICAL LICENSURE EXAMINATION (USMLE) AND
COMPREHENSIVE OSTEOPATHIC MEDICAL LICENSING EXAM (COMLEX)**

PURPOSE: The purpose of this Texas Tech University Health Sciences Center School of Medicine (TTUHSC SOM) Graduate Medical Education (GME) Policy and Procedure is to establish a policy regarding the Texas Medical Board (TMB) licensure requirements.

REVIEW: This TTUHSC SOM Policy and Procedure will be reviewed on [September 1](#) of each odd-numbered year by the Lubbock GME Office, with recommendations for revision forwarded to the GME Coordinating Council by [September 30](#) of the same year.

POLICY/PROCEDURE:

1. Prior to Commencement of training by an applicant in a resident position, the Program Director shall verify the applicant has passed USMLE, Step 1, or its equivalent within the number of attempts permitted for Texas licensure. Prior to commencement of training by an applicant who would be transferring into a residency training program at TTUHSC, and who would be entering at the PGY 3 level or higher, the Program Director will verify the applicant has passed all three steps of USMLE or COMLEX, within the number of attempts permitted by TMB for a physician to be licensed in Texas. If the applicant has not fulfilled this requirement, the applicant will not be eligible to begin a TTUHSC graduate medical education program. In the case of fellowship applicants, or residents applying to enter a program at the PGY 3 level or above, prior to commencement of training, the Program Director shall verify the applicant has passed all three (3) steps of the USMLE or COMLEX, within the number of attempts permitted for Texas Licensure. (3 or less on Step I, 3 or less on Step II for the CS and CK (3 each section) and 3 or less on Step III of the USMLE or COMLEX). Such fellowship/residency applicants who have not met this requirement will not be eligible to begin training.
2. No later than June 30 of their PGY 1 year for those residents beginning their residency July 1, 2010 and thereafter, all PGY 1 residents must present written proof to their Program Director and the GME Office of having taken USMLE, Step III and having taken and passed USMLE, Step II CK and CS, or their equivalents. No later than March I of the PGY 2 year, or 4 months before the end of a resident's PGY 2, year, all residents shall be required to present proof to the GME Office and Program Director, of passing

Step III of USMLE, or its equivalent, within the number of attempts permitted for Texas licensure.

3. If a resident does not pass Steps II and III of the USMLE no later than March 1, or 4 months before the end of their PGY 2 year, a new TTUHSC GME Program Agreement will NOT be offered to the resident. However, the resident will be required to complete the current agreement, i.e. serve until June 30th of that year unless other facts/conditions apply.
4. If a resident passes Step III of USMLE subsequent to March 1 of the PGY 2 year, but prior to June 30 of that year, or before the end of their PGY 2 year, a new TTUHSC GME Program Agreement may, at the discretion of the Program Director, be offered, if the program has not already filled the position.
5. A resident who does not receive a new TTUHSC GME Program Agreement for any portion of the time it would normally take to successfully complete the program in the minimum amount of time may appeal the decision to not offer such agreement. Should the resident elect to appeal this decision, the same procedure for appealing a dismissal, within the House Staff Policies and Procedures will be used.