



An Affiliate of SUNY Downstate Health Sciences University College of Medicine

INSTITUTIONAL POLICY for ADVANCEMENT IN TRAINING LEVEL: USMLE STEP 3 OR COMLEX STEP 3 OR PMLexis STEP 3

1. PURPOSE:

To outline the USMLE /COMLEX Step 3 or PMLexis Step 3 requirement for resident advancement from PGYII to PGYIII.

To ensure that graduates of RUMC ACGME and CPME accredited training programs:

- 1) are capable of competent, independent practice in their respective specialties;
- 2) are qualified to obtain a full, unrestricted medical license; and
- 3) pass Step 3 prior to the start of the third year of training, so that residents can focus on studying for their specialty board certification;
- 4) Have Step 3 results that are obtained within a sufficient period of time so that an advancement decision can be made.

2. POLICY:

It is the policy of Richmond University Medical Center (RUMC) that every RUMC-based categorical residency training program at RUMC requires trainees to pass Step 3 of the USMLE or COMLEX or PMLexis Step 3 examination sequence by December 15th of their second post graduate year of residency at Richmond University Medical Center. For off-cycle residents, this date is 6 months into their PGY 2 year at RUMC. Every RUMC residency program must have a policy that stipulates a deadline by which its residents must take and/or pass the USMLE or COMLEX or PMLexis STEP 3 examinations and that policy must be consistent with the RUMC Institutional Policy. Residents must fulfill this requirement in order to be considered in good academic standing and as an essential element of completing a residency program.

3. RESPONSIBILITY

RUMC Categorical Residency Training Program Directors and Coordinators
RUMC Categorical Residents in Residency Training Programs

4. DEFINITIONS

RUMC Residency Training Programs: Internal Medicine, Ob/Gyn, Pediatrics, Psychiatry, Radiology, Podiatry.



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5.PROCEDURE

Each residency program shall develop a policy that specifies the dates by which categorical residents must take and/or pass the USMLE or COMLEX Step 3 or PMLexis STEP 3 examination. The program-level policy must be in compliance with this Institutional Policy. It will be necessary to give written notice of contract non-renewal to any resident who has not passed Step 3 by December 15th of their PGY-2 year at RUMC (or six months after the start date for off-cycle residents). Failure to provide such evidence will result in notice of contract non-renewal for the following academic year.

RUMC Program Directors shall inform residents and applicants to the program of their policy at the time of interview and reinforce this information regularly.

To facilitate fulfillment of this requirement, all residents should be strongly urged to take Step 3 during the first year of GME at RUMC.

For residents who routinely enter a RUMC residency program at the PGY 2 level e.g. Radiology residents, the policy takes effect at the time they enter the RUMC program. Such residents would have until December 15th of their 2nd year of the RUMC residency to pass Step 3.

A resident who transfers from the preliminary Internal Medicine program to another RUMC program (e.g. a preliminary Internal Medicine resident who transfers to Radiology) may be given additional time to pass Step 3 at the discretion of the Program Director of the accepting program, but in no case beyond December 15th of the second year of the advanced (e.g. radiology) program.

Residents *who are being considered* for transfer in as PGY 2 residents in OB/GYN, Pediatrics, Psychiatry, Internal Medicine and Podiatry, must already have a passing score on USMLE/COMLEX or PMLexis Step III to be eligible for appointment to the program.

RUMC Program Coordinators shall track the USMLE/COMLEX or PMLexis status of each resident and in conjunction with the Program Director, enforce compliance with their policy.

Residents are responsible to schedule and take the USMLE Step 3 or COMLEX Step 3 or PMLexis STEP 3 examinations in order to comply with the policy.

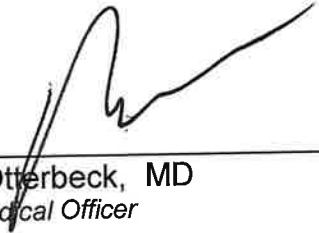
Richmond University Medical Center

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Exceptions to this policy will only be made by RUMC's DIO for GME, in consultation with the Program Director and the Department Chair, and only then in rare and unusual circumstances.



Angela Kerr, MD.
Designated Institutional Official



Philip Otterbeck, MD
Chief Medical Officer

*Approved by RUMC GMEC: June 6, 2015
Reaffirmed 2021
Resigned 2/2025*