Children's National

INSTITUTIONAL GRADUATE MEDICAL EDUCATION POLICY

SUBJECT: Licensing Exam Policy **DATE EFFECTIVE:** September 9, 2020

POLICY: Licensing

I. PURPOSE:

This policy is designed to ensure that graduates of all Children's National Hospital's training programs are capable of competent, autonomous practice in their respective specialties and qualified to obtain a full, unrestricted medical license.

II. POLICY SCOPE:

All Accreditation Council for Graduate Medical Education (ACGME) accredited and non-ACGME residency and fellowship programs sponsored by CH.

III. DEFINITIONS:

Trainee
Trainee refers to all interns, residents and fellows participating in an ACGME accredited, or non-ACGME training programs sponsored by CH.

Training Program
Training program or program refers to an ACGME accredited or non-ACGME internship, residency or fellowship training program sponsored by CH.

IV. POLICY:

1. All Trainees must take and pass USMLE Step 3 or the COMLEX-USA Level 3 (respectively for MD or DO graduates) by January 1st of the PGY-2 year to be eligible for appointment to the PGY-3 year. In extraordinary circumstances, exceptions can be made by the Program Director.
2. Passing scores on these exams must be uploaded to MedHub by the January 1st

deadline for GME Office verification. Trainees who have taken these exams but have not received their scores by January 1st must notify the GME Office of the date they expect to receive the results.

3. Trainees who fail to complete this examination within the required time period may be ineligible for promotion or graduation from the training program. Program Directors have the option to allow, under extraordinary circumstances, Trainees to continue on to their PGY-3 without a passing score on this examination.
4. Trainees are required to notify Program Directors if they have taken and failed this examination for the second time. Program Directors are required to notify the GME Office when this occurs, and the Program Director should be prepared to discuss the plan that has been developed to assist the Trainee in meeting this requirement.
5. All Trainees newly entering a CH training program at the PGY-3 level and higher and any who has not had prior training in an ACGME-accredited program must have a passing score on USMLE Step 3 or COMLEX-USA Level 3 to be eligible for appointment to the program.

V. APPROVAL

Approved by:



DIO/Vice Chair, Medical Education

5/8/2024

Date

VI. REVIEW OR REVISION DATE

Approved by the GMEC: September 9, 2020
Modified and Approved by the GMEC: October 13, 2021
Reviewed and Approved by the GMEC: June 15, 2022
Modified and Approved by GMEC: September 13, 2023
Reviewed and Approved by GMEC: May 8, 2024