Policy Title
United States Medical Licensing Examination
(modified in response to COVID-19)

Identifier
UofSCSOMG – ACAF – 3.05

<table>
<thead>
<tr>
<th>Prepared by:</th>
<th>Office for Academic Affairs</th>
<th>Approval Date: 06/11/2020</th>
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<tbody>
<tr>
<td>Reviewed by:</td>
<td>Curriculum Committee</td>
<td>Approval Date: 06/17/2020</td>
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<tr>
<td>Reviewed by:</td>
<td>Student Evaluation and Promotion Committee</td>
<td>Approval Date: 06/23/2020</td>
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<tr>
<td>Approved by:</td>
<td>UofSCSOMG Policy Committee</td>
<td>Effective Date: 06/23/2020</td>
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LCME Standards
10.3- Policies Regarding Student Selection/Progress and Their Dissemination

Scope
University of South Carolina School (UofSC) of Medicine Greenville students unable to take Step 1 exam during the closure of and rescheduling by Prometric testing centers due to COVID-19 pandemic.

Policy Statement
Students in the UofSC School of Medicine Greenville are required to pass the United States Medical Licensing Examination (USMLE) Steps 1 and 2 CK prior to graduation. Students are permitted a maximum of three attempts at Step 1 and at Step 2. Failure on the third attempt at Step 1 or Step 2 will render students subject to dismissal from the UofSC School of Medicine Greenville.

Under normal business operations, students are required to pass Step 1 in order to officially be promoted to the third year, although they may begin M3 clerkships while awaiting a score. As a result of the closure of and rescheduling by Prometric Test Centers during the COVID-19 pandemic, students may enter their clinical clerkships without having taken Step 1, but will not be officially promoted to the M3 year without a passing Step 1 score.

Under normal business operations, students are required to pass Step 2 CS in order to graduate. As a result of the suspension of Step 2 CS by USMLE during the COVID-19 pandemic, students may graduate without having taken Step 2 CS.

Reason for Policy Waiver
Due to the global pandemic of COVID-19, Prometric Test Centers announced a closure of their sites during dedicated Step 1 study time for rising M3 students. The evolving nature of the pandemic and limited testing capacity at Prometric Test Centers may impact a student’s ability to take Step 1 prior to entering clerkships.

Due to the global pandemic of COVID-19, USMLE announced the suspension of Step 2 CS. Step 2 CS exams will not be administered as described and will not be required for graduation.

**Reason for Policy**

UofSC School of Medicine Greenville students must adhere to established USMLE application procedures and timelines in order to allow sufficient time for score reporting prior to promotion deadlines. LCME requires that the faculty of a medical school establish criteria for student selection and develop and implement effective policies and procedures regarding, and make decisions about, medical student application, selection, admission, assessment, promotion, graduation, and any disciplinary action. The medical school makes available to all interested parties its criteria, standards, policies, and procedures regarding these matters.

**Procedures**

**USMLE Step 1:**

Under normal business operations, rising M3 students are required to complete applications for Step 1 in sufficient time to ensure a test date prior to the start of M3 Orientation (typically the first week of May, refer to the UofSC School of Medicine Greenville Academic Calendar). Typically, students must take Step 1 prior to beginning third-year clinical clerkships. Students will not be officially promoted to the M3 Year until they achieve a passing score on Step 1.

In response to the global COVID-19 pandemic, students may begin M3 clinical clerkships prior to taking Step 1. Students will not be officially promoted to the M3 Year until they achieve a passing score on Step 1.

All students are required to complete the Comprehensive Basic Science Exam (CBSE) once during their M2 Year and once after the conclusion of M2 Year to determine readiness prior to sitting for Step 1. The CBSE will be administered as planned utilizing remote proctoring guidelines per the NBME. In addition, the NBME is offering free self-assessments as an additional resource for students. Students are encouraged to take advantage of these resources.

Students who had an existing appointment to take Step 1 at a Prometric Test Center, should receive email instructions from Prometric on how to reschedule their appointment. Please notify the Office for Academic Affairs of your new test date using the Formstack posted on the M3 Overview Canvas page.

A student who is unsuccessful on a first attempt at Step 1 will be required to meet with the Associate Dean for Curriculum to determine the best timing for re-take of the Step 1 exam. A student will be allowed to re-enter clerkships while awaiting results of their second attempt on Step 1.

A student who is unsuccessful on a second Step 1 attempt will immediately be placed on a leave of absence. He/she will re-enter the M3 year of medical education once a passing Step 1 score is verified. A student who is unsuccessful on a third and final attempt at Step 1 will be recommended for dismissal.

**USMLE Step 2:**

Under normal business operations, students are required to pass Step 2 CS in order to graduate. As a result of
the suspension of Step 2 CS by USMLE during the COVID-19 pandemic, students may graduate without having taken Step 2 CS.

Rising M4 students are expected to complete applications for USMLE Step 2 Clinical Knowledge (CK) in sufficient time to ensure test dates by October 1. Students must complete all M3 coursework and successfully pass the Clinical Performance Exam (CPX) prior to taking Step 2 CK. Any fourth-year student who is unsuccessful on a first or second attempt at Step 2 CK is expected to complete an application for reexamination in sufficient time to ensure a test date that will allow sufficient time for the score to be reported prior to Match List preparation in February so the student can be certified for the Match. Students must have a passing score on both Step 2 CK in order to graduate.

Sanctions
Failure to adhere to USMLE application procedures and timelines will result in referral to the Student Evaluation and Promotions Committee (SEPC).

Additional Contacts
Office for Student Affairs and Admissions
Office for Academic Affairs

Related Information
UofSC School of Medicine Greenville Student Handbook
UofSCSOMG – ACAF – 4.00 Student Evaluation, Remediation, Requirements for Promotion and Appeal
UofSCSOMG – ACAF – 4.02 Leave of Absence and Withdrawal

History

<table>
<thead>
<tr>
<th>Date of Change</th>
<th>Change</th>
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<tbody>
<tr>
<td>May 2020</td>
<td>Waiver created due to COVID-19 pandemic response. Rising M3 students may experience delays in taking Step 1 due to closures of Prometric sites. USMLE has suspended Step 2 CS. Requirements to take and pass Step 2 CS have been removed.</td>
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<tr>
<td>May 2019</td>
<td>Clarified that students must complete M3 coursework prior to taking Step 2, editorial changes made due to branding updates and titles</td>
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<tr>
<td>Dec 2018</td>
<td>Policy formalized into standardized template, LCME CQI</td>
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