USF – College of Medicine
GRADUATE MEDICAL EDUCATION POLICY & PROCEDURE

Title: Completion of USMLE Steps I, II and III
No.: GME-202-A
Effective Date: 7/1/2006
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Distribution: All
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Policy Statement

To ensure that the University of South Florida maintains graduate-training programs in medical disciplines and specialties of the highest quality and ensure that all incoming residents meet the requirements for State licensure, each new resident must have successfully completed Step I and Step II of the USMLE (United States Medical Licensing Examination) or equivalent examination prior to the beginning of residency training. Any agreement of appointment or offer letter will be contingent upon passing Steps I and II. Each resident/fellow is responsible for providing copies of passage of Steps I and II. Residents and fellows who have not passed Steps I and II by July 1 of his/her appointment date will be released from his/her contract.

Residents entering a University of South Florida residency or fellowship program after June 30, 2011, must register for and provide proof of passing USMLE Step III or equivalent examination prior to March 1 of his/her PGY-2 year. Failure to pass Step III prior to March 1 of the PGY-2 year will result in non-renewal of the resident’s appointment. Effective June 30, 2011, any resident/fellow starting a residency or fellowship program at the University of South Florida at a PGY-3 level or higher must have passed Step III prior to beginning their training. Residents or fellows who already passed Step III or hold a current unrestricted medical license meet this requirement. Residents that began a residency program prior to June 30, 2011, must register for and take USMLE Step III or equivalent examination prior to beginning their PGY-3 year, and must provide proof that the resident has registered for and taken USMLE Step III or equivalent examination. Once resident/fellow has passed USMLE Step III or equivalent examination, proof of passage must be provided to the GME Office.

Procedure

Responsible Party

Action

Resident

Provides documentation prior to beginning of training that he/she has successfully passed Step I and Step II of the USMLE and will provide USF GME Office with copy of board scores if requested. Residents entering a training program prior to June 30, 2011, must provide proof of registration and taking USMLE Step III. Residents entering after June 30, 2011, must provide proof of passing USMLE Step III prior to March 1 of the PGY-2 year.
Program Director / Graduate Medical Education Office

Advises all PGY-1 and PGY-2 residents entering a training program after June 30, 2011, that passing USMLE Step III by March 1st of the PGY-2 year is a requirement prior to beginning their PGY-3 year. Advises all PGY-1 and PGY-2 residents entering a training program after June 30, 2011, that failure to pass USMLE Step III prior to March 1 of the PGY-2 year will result in non-renewal of the resident’s appointment or contract.

Resident

Once successfully passed Step III, provides documentation to the GME Office.

APPROVED:

Associate Dean, Graduate Medical Education

Dean, College of Medicine

c:p&p\completion of USMLE Step I, II & III

REVIEWED, REVISED, REISSUED 8/08; 11/08; 1/2011