

**USF – College of Medicine**  
**GRADUATE MEDICAL EDUCATION POLICY & PROCEDURE**

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| <b>Title: Completion of USMLE Steps I, II and III</b> |                       | No.: GME-202-A    |
| Effective Date: 7/1/2006                              | Revision Date: 8/2018 | Distribution: All |
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**Scope:** All residents and fellows participating in the University of South Florida Morsani College of Medicine graduate medical education training programs (i.e., residencies or fellowships).

**Background:** The United States Medical Licensing Examination (USMLE) assesses a physician's ability to apply knowledge, concepts, and principles, and to demonstrate fundamental patient centered skills, that are important in health and disease and that constitute the basis of safe and effective patient care. Each of the three Steps of the USMLE complements the others; no Step can stand alone in the assessment of readiness for medical licensure.

The Comprehensive Osteopathic Medical Licensing Examination (COMLEX) serves as the equivalent examination for residents who completed osteopathic training in the United States.

**Policy Statement**

Each new resident and fellow must have successfully completed Step I and Step II of the USMLE or equivalent examination prior to the beginning of residency or fellowship 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 his/her appointment date will be released from his/her contract.

Residents entering a University of South Florida residency or fellowship program must register for and provide proof of passing USMLE Step III or equivalent examination prior to April 1 of his/her PGY-2 year. Once resident/fellow has passed USMLE Step III or equivalent examination, proof of passage must be provided to the GME Office.

Failure to pass Step III prior to April 1 of the PGY-2 year will result in non-renewal of the resident's appointment.

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.

**Procedure**

Responsible Party

Action

Resident/Fellow

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, must provide proof of passing USMLE Step III prior to April 1 of the PGY-2 year.

Program Director /  
Graduate Medical Education Office

Advises all PGY-1 and PGY-2 residents entering a training program, that passing USMLE Step III by April 1<sup>st</sup> 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, that failure to pass USMLE Step III prior to April 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:



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Senior Associate Dean, Graduate Medical Education

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

REVIEWED, REVISED, REISSUED 8/08; 11/08; 1/2011; 8/2018