NAVAL MEDICAL CENTER SAN DIEGO

GRADUATE MEDICAL EDUCATION OFFICE

USMLE/COMLEX INTERN LICENSURE POLICY

1. It is a policy of the GME Department that all interns must apply for a state medical license by 01 April.

2. You may apply for a license in any state you wish, so long as they will grant a license upon completion of internship. Please note that several states currently require greater than 1 year of internship before issuing license. You can find specific state licensure requirements at: <https://www.fsmb.org/> or each state’s specific medical board website.

3. Successful completion of parts I, II, and III of the United States Medical Licensing Examination (USMLE)/ Comprehensive Osteopathic Medical Licensing Examination (COMLEX-USA), is a prerequisite for being granted a license. Interns are required to have completed and passed Step/Level II prior to starting internship.

4. To ensure results are received in time to remediate possible failure of the examination, all interns are REQUIRED to **register** for USMLE/COMLEX Part III by 1 December (including submitting the appropriate fee). Interns are also REQUIRED to **take** the Step III exam by 31 December.

5. To minimize the impact on call schedules, however, **it is YOUR responsibility** to notify the affected rotation as soon as you have your examination date.

6. Interns are required to provide a copy of their results (pass or fail) within two days of receipt of the results to their Program Director and/or Residency Program Administrator. The Residency Program Administrator will ensure a copy of your report is submitted to the GME Department.

7. Interns who fail Part III must re-register to retake the examination as soon as possible, and let their Program Director and/or Program Administrator know the re-take date.

8. Interns are required to submit a completed medical license application for the U.S. state of their choice no later than 01 April, including a check for the application fee. You must submit a copy of your completed application to the Program Administrator. When you receive confirmation from the medical board that they received your application, you MUST forward that e-mail to your Program Administrator.

9. Please note that USMLE/COMLEX examination fees and state license application fees are the responsibility of the intern, and will not be reimbursed by the government.

10. Failure to comply with the above may be grounds for disciplinary and/or adverse administrative action. Any questions about this policy should be discussed with the Command Intern Advisor.

I certify that I have received a copy of this document, and understand and will comply with the requirements for taking the USMLE/COMLEX and applying for a medical license.

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Signature of Intern Date

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Printed Name of Intern