

**POLICY FOR STUDENTS TAKING THE USMLE STEP 1, STEP 2(CLINICAL KNOWLEDGE AND CLINICAL SKILLS) AT SAN JUAN BAUTISTA SCHOOL OF MEDICINE**

**All students in the San Juan Bautista School of Medicine must pass the United States Medical Licensure Examination (USMLE) Step 1, Step 2—Clinical Knowledge (CK) and take Step 2—Clinical Skills (if available) of the USMLE in order to be promoted and graduate.**

**Step 1**

Effective 2008 for the Class of 2012 and thereafter, in order to advance to the Third Year, **all students are required to pass the Step 1.**

**Noteworthy points to consider:**

- The academic program allows time for USMLE Step 1 preparation prior to the exam at the end of the second year (May-July).
- Individualized plans for any student who requires help with the USMLE step examinations will be coordinated by the Deanship of Student Affairs

**Regulations:**

1. Students who have satisfactorily approved all the courses of the first and second years are eligible to take the Step 1.
2. As part of the preparation for taking the Step 1 exam, all students must take three Diagnostic Exams offered by the NBME (**Comprehensive Basic Science Self-Assessment - CBSSA**), one immediately after finishing the second-year courses, the next one after 4 weeks of review and the last one 10 days' prior the scheduled date for taking the Step 1. All students must show progress along the three tests, and it is expected at the last CBSSA Test, show a score of 76 or above to be sure the student will pass the Step 1. If the student fails to obtain the above-mentioned score, she/he must reschedule the exam for the next 2 weeks.
3. Students with a history of a marginal performance in written exams of the courses, and/or poor performance at the second CBSSA exam will be identified at high risk of not passing the Step 1. The student will be asked by the Deanship of Student Affairs to extend the time of review study, for additional weeks.
4. Students must initially take the first attempt of USMLE Step 1 at the end of the Second Year, between the months of June and July, before they begin the Third Year. If the student needs to delay the exam, she/he must request and receive a leave of absence (LOA) from the Deanship of Students Affairs.
5. The Step 1 may be taken no more than three times during a 12 month-period.

## **Policies regarding students who fail USMLE Step 1**

### **First Time Failure**

- If notification of a failing score on Step 1 is received when a clerkship is in progress, the student may be allowed to finish that clerkship and take the corresponding NBME Subject Exam.
- The student will be required to take a LOA after completion of the rotation. To do so, the student must complete the LOA application, and submit to the Deanship of Student Affairs with a copy of a new NBME and supervised study plan that has been developed.
- Students will not be permitted to continue in the curriculum until **a passing score has been achieved.**

### **Second Time Failure**

- If a passing score is not received on the second attempt taking of USMLE Step 1, the student will continue on LOA.
- The Associate Dean for Student Affairs, will meet with the student and mentors to plan an extended supervised course of study in order to be prepared to retake USMLE Step 1.
- Any student failing the Step 1 exam a second time will not be permitted to continue in the curriculum until Step 1 has been taken for the third time and **a passing score has been achieved.**

### **Third Time Failure**

- **If the student is unable to pass Step 1 on the third attempt by the following July, she/he will appear in front of the Student Evaluation and Promotions Committee for a case review and likely will face dismissal.**

### **Deadline for taking the Step I**

A deadline for taking the examination is necessary to ensure adequate time for the Registrar's Office and the Third Year clerkship coordinators, to create the entire year schedule for both incoming Third Year students, students who have missed the Clerkships, and advanced students admission.

The deadline for taking USMLE Step 1 is determined approximately one year in advance and is generally set for the second Saturday in July. This deadline is communicated to the appropriate class not later than June of the year prior to the deadline.

Students who miss the deadline without prior approval from the Deanship of Students Affairs will undergo the following consequences:

- The student will not be scheduled for any Third Year clerkships until a passing USMLE Step 1 score has been posted **AND** the earliest the student may begin clerkships is in block 2.
- If the student is not able to graduate with his / her class because of the delay, a remark about his/her academic leave, will be included in the Medical Student Performance Evaluation Letter.

## **Step 2**

Effective 2008 for the Class of 2012 and thereafter, in order to graduation, **all students are required to pass the Step 2—Clinical Knowledge and to take Step 2—Clinical Skills (if available).**

1. All students are required to successfully complete all third-year clerkships before sitting for the USMLE Step 2CK for the first time.
2. All students must register for USMLE Step 2CK no later than March 1<sup>st</sup> of the third academic year. In addition, all students must schedule an examination date for the first attempt of the Step 2CK no later than the start of the second clerkship of the academic year of anticipated graduation unless approved by the Deanship of Students Affairs. Any student who does not comply with this requirement may not make changes in his or her fourth-year schedule without the approval of the Associate Dean of Clinical Sciences.

## **Policies regarding students who fail USMLE Step 2CK**

### **First Time Failure**

- If notification of a failing scores on Step 2CK is received when a fourth year rotation is in progress, the student may be allowed to finish that rotation.
- The student must petition the Deanship of Students Affairs in writing within 7 days of receiving notification of failure for permission to repeat the examination. The petition must include a specific supervised study plan that has been developed. If the student fails to apply for permission during the stipulated time, then she/he will be dismissed immediately from the rotation, until the Step 2 CK has been taken and passed.
- The student may request a leave of absence (LOA) to study for the Step 2 CK.
- The student must retake Step 2CK by October 1<sup>st</sup> of the current year.
- Once the examination has been retaken, students are permitted to return to the curriculum pending the results of the reexamination.

### **Second Time Failure**

- If a passing score is not received on the second taking of USMLE Step 2CK, the student must appear before the Deanship of Students Affairs to request permission for a LOA. The Associate Dean for Student Affairs and Associate Dean of Clinical Sciences will work with the student to plan an extended supervised course of study in order to be prepared to retake USMLE Step 2CK.

- The LOA duration will be allowed for a maximum of three months for the third attempt.
- A student must schedule for a third attempt to pass USMLE Step 2CK by Jan 31<sup>st</sup> of the year following completion of their third year.
- Students who have not scheduled the third attempt for the Step 2 CK by Jan 31<sup>st</sup> will not be verified to submit their final rank list.
- Any student failing the Step 2CK exam a second time will not be permitted to continue in the curriculum until Step 2CK has been taken for the third time and a passing score has been recorded.

### **Third Time Failure**

- **If the student is unable to pass Step 2CK on the third attempt by the following May, she/he will appear before the Student Evaluation and Promotions Committee for review and likely face dismissal.**

### **Deadline for taking the Step 2CK**

The deadline for taking USMLE Step 2CK is determined approximately one year in advance and is generally set for the Third Saturday in July. This deadline is communicated to the appropriate class of students no later than June the year prior to the deadline.

Students who miss the deadline without prior approval of the Deanship of Students Affairs will undergo the following consequences:

- If the student is not able to graduate with his / her class because of the delay, a comment about the academic leave will be included in the Medical Student Performance Evaluation Letter.

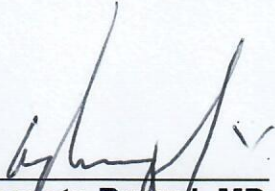
### **Step 2CS (if available)**

Effective 2008 for the Class of 2012 and thereafter, in order to graduation, **all students are required to take the Step 2—Clinical Skills (if available).**

1. All students are required to complete all third-year clerkships before sitting for the USMLE Step 2CS.
2. All students must register for USMLE Step 2CS no later than March 1<sup>st</sup> of the year preceding the anticipated graduation date. In addition, all students must schedule an examination date for Step 2CS between August 15<sup>th</sup> and November 1<sup>st</sup> of the academic year of anticipated graduation. Any student who does not comply with this requirement may not register for any fourth-year rotations without the approval of the Associate Dean of Clinical Sciences.

## **Deadline for taking the Step 2CS**

The deadline for taking USMLE Step 2CS is determined approximately one year in advance and is generally set for the Third Saturday in August. This deadline is communicated to the appropriate class of students no later than June the year prior to the deadline.



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**Yocasta Brugal, MD.**  
**President/Dean**

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