



Cherokee Nation Health Services Family Medicine Residency Program Resident State Licensing Policy

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Printed copies are for reference only. Please refer to the electronic copy for the latest version.

PURPOSE

To describe eligibility criteria and licensing requirements for residents receiving training in the Cherokee Nation Family Medicine Residency Program.

POLICY

All post-graduate year (PGY) I's (both MD and DO) must have a training license prior to beginning residency training on July 1. PGY-II's and PGY-III's must hold an active/permanent Oklahoma state provider license while in training. Residents are also responsible for complying with any additional licensure requirements.

DO residents who have successfully completed their first year of training and have demonstrated successful completion of their national licensure examination (Comprehensive Osteopathic Medical Licensing Examination (COMLEX) Level 3) are eligible and required to apply for full licensure in Oklahoma prior to progressing to PGY-II year. Failure to successfully pass COMLEX Level 3 by June 1 of the PGY-I training year may result in corrective action taken against the resident. Residents who have not successfully passed their national licensure examination within eighteen months (January 1) after beginning their residency training, exclusive of leaves of absence, will be subject to termination from the program at the discretion of the program director.

MD residents who are graduates of a United States allopathic medical school, have successfully completed their first year of training, and have demonstrated successful completion of their national licensure examination (United States Medical Licensing Examination (USMLE) Step 3) are eligible and required to apply for full licensure in Oklahoma prior to progressing to PGY-II year. Graduates of a foreign medical school do not become eligible for licensure until after completion of their PGY-II year (and successful passage of USMLE Step 3) and are required to apply for full licensure prior to progressing to PGY-III year. Failure to successfully pass USMLE Step 3 by June 1 of the PGY-I training year may result in corrective action taken against the resident. Residents who have not successfully passed their national licensure examination within eighteen months (January 1) after beginning their residency training, exclusive of leaves of absence, will be subject to termination from the program at the discretion of the program director.

Physicians receiving their DO license are required to attend the Oklahoma State Board of Osteopathic Examiners (OSBOE) licensure board meeting in the spring of the PGY-I year as part of their licensure pathway.

It is the resident's responsibility to ensure that all required application materials and license fees are submitted to the program coordinator prior to advancing training from PGY-I to PGY-II year. Residents



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will also need to submit an electronic copy of their initial medical license to the Graduate Medical Education (GME) office once acquired. Program administration and the GME office can assist residents with questions regarding the Oklahoma State license application process. However, it is the responsibility of each resident to obtain and maintain an active medical license at all times while in training.

Any expenses incurred by the resident for acquisition of the Oklahoma training license and Oklahoma permanent license will be reimbursed by the residency program. Residents seeking licensure outside the state of Oklahoma will be personally responsible for any related costs unless this licensure is necessary for an out-of-state rotation mandated by the residency program as part of the curriculum.

Failure to comply with the licensure requirements set forth in this policy may result in the resident's removal from patient care activities until the deficiency is resolved to the satisfaction of the program and the GME office. This time will be deducted from the resident's annual leave. Additional time added to the duration of the resident's training program and/or further disciplinary action may be taken at the discretion of the program director. In addition, residents holding licensure (either training or permanent) are subject to collaborative discussions with the program's sponsoring institution and/or state licensing board when reviewable concerns are determined by the residency program.

Residents may refer to the Academic and Non-Academic Grievances, Academic Disciplinary Actions, and Due Process Policy for further information regarding corrective actions and reviewable concerns.