

## **LICENSURE REQUIREMENTS - Resident Physician Policy**

As of July 2019, all residents and fellows in training programs sponsored by the West Virginia University School of Medicine must hold at all times during their training either a valid educational training permit or a valid unrestricted license by either the West Virginia Board of Medicine or the West Virginia Osteopathic Board of Medicine. It is the trainee's responsibility to request the initial permit or license from the appropriate board of medicine and to annually renew this authorization during their training. Should the resident or fellow fail to obtain or renew the appropriate authorization from the appropriate board of medicine the resident or fellow will be immediately suspended from all duties and failure to renew the appropriate authorization to practice medicine in a timely manner may result in termination from the training program. Applications for training permits should be submitted to the appropriate board of medicine at least one month prior to the contract start date.

If a resident or fellow holding an educational training permit is terminated for any reason from any graduate medical education program, the program director is obligated to notify the appropriate board of medicine within five days of termination.

Residents or fellows who seek and are granted permission by their program director to moonlight in any capacity must hold a valid license by the appropriate board of medicine. An educational training permit holder may only practice medicine and surgery within the auspices of their training program.

All residents are required to take, and pass, either USMLE Step 3 or COMLEX Step 3 by the end of their first postgraduate year (PGY1). Residents will only be advanced or appointed to the level as PGY3 or beyond once they have provided written evidence of passing the appropriate Step 3 examination.

Exceptions for extension to these deadlines must be approved by the GMEC Taskforce and the DIO.

### **Doctors of Medicine:**

West Virginia Board of Medicine  
101 Dee Drive  
Charleston, WV 25311  
(304) 558-2921

### **Doctors of Osteopathy:**

West Virginia Board of Osteopathic Medicine  
405 Capitol Street, Suite 402  
Charleston, WV 25301  
(304) 558-6095

Visiting residents whose home program is located in a state outside of West Virginia must receive a reciprocal educational permit from the appropriate Board of Medicine before they will be allowed to participate in any rotations at our institution or its clinical affiliates. Application for a reciprocal education permit must be received at least 30 days in advance of the start date for the requested rotation. These reciprocal permits are only valid for up to 60 consecutive days and are non-renewable within the same academic year.