



COMAT

ADMINIS TRATION GUIDE

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I. Overview

The purpose of this guide is to provide a reference to the health science colleges for the Comprehensive Osteopathic Medical Achievement Test (COMAT) administration.

II. Description of the COMAT Series

The National Board of Osteopathic Medical Examiners (NBOME) COMAT series includes a comprehensive foundational biomedical sciences (FBS) examination and 14 targeted FBS examinations.

The FBS Comprehensive examination is designed for standardized assessment in overall basic sciences, as studied in the first and second years of medical school, and assesses an osteopathic student's achievement level across both basic science disciplines and body systems.

The FBS Targeted examinations are designed for standardized assessment in specific basic science disciplines and body systems, as studied in the first and second year of medical school, and assess an osteopathic student's achievement in individual basic science disciplines and body systems.

All examinations in the COMAT FBS series are:

- Presented in a style and format comparable to the COMLEX-USA licensure series
- Created to reflect osteopathic physician practice
- Written by osteopathic and FBS discipline subject matter experts

III. COMAT Use Policy

The NBOME develops and provides the COMAT series to be administered by the schools to assess the foundational biomedical knowledge of their medical students in the following areas:

FOUNDATIONAL BIOMEDICAL SCIENCES

COMPREHENSIVE EXAMINATION:

Dimension 1 | Body Systems

- Human Development, Reproduction, and Sexuality
- Endocrine System and Metabolism
- Nervous System and Mental Health
- Musculoskeletal System
- Genitourinary/Renal System
- Gastrointestinal (GI) System and Nutritional Health
- Cardiovascular and Hematologic Systems
- Respiratory System
- Integumentary System
- Foundational Biomedical Principles

Dimension 2 | Disciplines

- Biochemistry and Genetics
- Foundational Anatomical Sciences
- Microbiology and Immunology
- Physiologic Basis of Health and Disease
- Pharmacologic Principles and Concepts
- Foundational Neurosciences

TARGETED EXAMINATIONS:

Body Systems

- Human Development, Reproduction, and Sexuality
- Musculoskeletal System
- Genitourinary/Renal System
- Gastrointestinal (GI) System and Nutritional Health
- Cardiovascular and Hematologic Systems
- Respiratory System
- Integumentary System
- Endocrine System and Metabolism

Disciplines

- Biochemistry and Genetics
- Foundational Anatomical Sciences
- Microbiology and Immunology
- Physiologic Basis of Health and Disease
- Pharmacologic Principles and Concepts
- Foundational Neurosciences

Schools must maintain the security and integrity of the COMAT series.

IV. Examination Layout

Information about the examination specifications follows.

COMAT Foundational Biomedical Sciences – Comprehensive

- 200 Questions, divided in 2 sections
 - 4 Hours* divided into two 2-hour sections
 - 16 Content Areas
- *Optional break after section 1 is completed

COMAT Foundational Biomedical Sciences – Targeted

- 62 Questions
- 1.5 Hours
- 14 Content Areas

Features

- COMAT questions do not require the use of a calculator and no calculator is provided.
- There are no video or audio questions on COMAT examinations.
- When patient laboratory values are included, reference ranges are provided within the body of the question.

V. Roles and Responsibilities

Dean and Health Sciences Program (HSP) Portal Administrator

Determine the utilization of COMAT examinations and work with the NBOME to execute a COMAT Master Agreement for examination administration.

COMAT HSP Portal Administrator

A COMAT HSP Portal Administrator is designated by the dean to manage COMAT administrations for their HSP students. The primary responsibilities of the COMAT administrator are to:

- Oversee administrative tasks for the COMAT administrations
- Ensure that all COMAT examinations are administered in a secure, proctored setting
- Report and follow up with NBOME on adverse testing conditions that might impact the administration. Please refer to the COMAT Proctor Guide.
- Manage COMAT invoices and payment

COMAT HSP Proctor

All COMAT examinations should be proctored by a school-approved proctor. The primary responsibilities of the COMAT HSP proctor include:

Secure a quiet location to administer the COMAT examination

- Follow the proctor guidelines and conduct the examination according to the specified procedures in the COMAT Proctor Guide
- Run [System Check](#) and resolve any issues prior to COMAT administrations and ensure that the secure browser has been downloaded to all work stations if devices are provided for testing
- Ensure test security and minimal disturbance
- Monitor students throughout the examination
- Report to COMAT administrator of adverse testing conditions that might impact the administration

COMAT Students

COMAT students are expected to:

- Prepare any personal equipment prior to examination date
- Conduct system check and download secure browser prior to examination date

VI. Delivery Options

The NBOME currently offers one delivery method

- In-person proctored at a school-approved location(s) in a secure setting

VII. Registration and Scheduling

The HSP Portal Administrator can schedule an examination, choose the examination location, and assign a proctor via the school page on the NBOME HSP secure portal up to the day of the examination administration. The registration includes selecting the student from the class list, choosing the specific examination, and assigning the date, location, and proctor. For students who are approved by their school for accommodations, please refer to Section IX. Test Accommodations Requests.

The HSP Portal Administrator can also reschedule or cancel the scheduled examination via the NBOME secure portal. Schools can make changes to a scheduled examination date at any time unless the examination is in progress. A missed examination can be rescheduled for a new date at no cost to the school.

No COMAT examinations will be administered on Saturdays or Sundays, NBOME holidays, or during examination blackout periods. Please check the NBOME website for [COMAT FBS Non-Testing Days](#).

VIII. Retaking an Examination

Students are allowed to retake COMAT examinations under the direction of their school. Schools should allow students to retake the same COMAT examination subject only after receiving the prior examination result.

IX. Test Accommodation Requests

The school is responsible for review and approval of all test accommodations requests for the COMAT administrations. The school is responsible for all additional costs required to provide the approved accommodation. NBOME will make a good faith effort to provide such reasonable test accommodations as the school determines are warranted for the students. For additional questions, please contact NBOME client services at 866-479-6828 or clientservices@nbome.org.

X. Examination Administration

Arrival and Identification: For in-person deliveries, proctors are responsible for verifying the identity of each student during the check-in process. A valid identification card is required to be provided by the student. The school establishes the arrival and start time for an examination.

Late Arrival: The school will determine whether a student is allowed to sit for the examination upon late arrival to the examination session.

No Outside Information or Access while the Examination is in Session: During the examination session, students are not permitted to access any information or data, including but not limited to any access to a cellular phone, electronic devices, text, notes, or other materials, and they may not communicate with anyone outside the testing area, in any manner.

Interruption of Examination or Computer Malfunction for All Approved Locations: In the event of an examination interruption, the proctor will determine whether the examination can be resumed from the point the examination was stopped; the proctor will also determine if the examination interruption warrants the examination to be administered in its entirety.

If the examination is interrupted for a period of time that will not permit the completion of the examination administration, or if the examination is canceled for emergency or safety purposes, the school must inform NBOME immediately. NBOME will not score the examination

in these cases. If the issue is not reported to the NBOME, the score will be released to the school.

Cancelation Due to Inclement Weather, Other Force Majeure: If a student is unable to test due to inclement weather, force majeure, or other event beyond the control of the school, the examination can be rescheduled.

Emergency Evacuation for All Approved Locations: Students will follow the emergency evacuation instructions of the testing site. For self- or remote-proctored delivery, students must inform their school as soon as they are able to do so.

Test Day Issues: Students who encounter test day issues must report to their proctor and their school immediately. The NBOME will work with the school to review the issue to determine the appropriate resolution. If a student does not complete the examination for any reason, the school will still be responsible for payment of the examination.

XI. Conduct

The school should follow its policy to prevent any possible irregularities in examination administration, student behavior, breach of test security, or confidentiality. Any proctor who suspects irregular conduct by a student during a COMAT administration should report the conduct to the school and NBOME. The proctor should also report any irregularities in the proctor log.

XII. Voided Examination Administration

The NBOME can remove a score for an examination requested by the school or under circumstances where NBOME determines the test administration was adversely impacted and/or the test administration or results were otherwise deemed by NBOME to be invalid. Students may not void their COMAT examination score for any reason.

XIII. Fees and Invoice

Examination Fees

The examination fees for all COMAT examinations will follow the pricing structure set forth on the COMAT Master Agreement.

Rescheduling and Cancelation Fee

The rescheduling and cancelation fees for all COMAT examinations will follow the pricing structure set forth on the NBOME Master Agreement.

Invoice

All fees are invoiced after the examination administrations and are issued to the school on a monthly basis. The NBOME will not collect any fee directly from students.

XIV. Scoring and Reporting

NBOME provides summary reports for single COMAT administrations, as well as cumulative reports for individual subjects within a COMAT testing cycle. Reports for single administrations may include summary statistics, performance profile, cumulative frequency distribution, score roster, and item key phrase report.

Scores for COMAT FBS Comprehensive exams administered from Monday to Friday will be released on the Wednesday of the following week. This varies slightly when a new testing cycle begins or when there are non-testing days scheduled.

The reports are posted on the dean's page. Schools can release individual score reports to student's CRS account. The NBOME does not send the COMAT student score reports to students directly.

Reported scores for most COMAT examinations are nationally normed standard scores, which reflect equating between different forms. For COMAT FBS Comprehensive examinations, scores have a mean of 200 and an approximate standard deviation of 10, based on a national sample of examinees in their second year of osteopathic medical school. NBOME now reports FBS-Targeted exam scaled (or standard) scores that are based on a norm group of test takers from US osteopathic medical schools taking the FBS-Targeted exam for the first time during 2022-2024. The scale of the FBS-Targeted exams ranges from 300 to 800, with a mean of 550 and a standard deviation of approximately 65.

Standard score scales are reviewed annually and may be reestablished at the discretion of the NBOME. Reported scores initially provided for new examination subjects are percent correct scores. After approximately one year of availability, percent correct scores are converted to standard scores, and all subsequent reported scores for the subject are standard scores.

XV. Score Confirmation

The NBOME conducts a thorough quality assurance process to ensure the accuracy of all candidate scores. Additionally, the NBOME will confirm an exam score for any COMAT exam if a school coordinator submits a written request within 30 days after scores are released.

Individual students may not request score confirmations.

Because score confirmation is limited solely to computer-recorded responses, the score is unlikely to change. The NBOME will ensure all sections of the exam were completed and that responses were graded against the proper form. The NBOME does not release information about the scoring of individual exam questions.

The fee for score confirmation is \$25, and the request must be accompanied by a check or credit card information. A score confirmation entails retrieving the original test responses, checking for testing or data abnormalities, rescoring using a process different from the operational scoring process, and comparing the rescored results with the originally reported scores. Results of a score confirmation will be sent to the school coordinator by NBOME Client Services within two weeks of the request.

XVI. NBOME and ITS Administration Support

NBOME provides support for all COMAT administrations between the hours of 8 AM and 5 PM (Central Time) Monday through Friday except for NBOME holidays.

NBOME Client Services can be reached at (866) 479-6828, and ITS Technical Support can be reached at (800) 514-8494 between the hours of 8 AM and 8 PM (Eastern Time).