



COMAT

ADMINIS TRATION GUIDE

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Overview

The purpose of this guide is to provide colleges of osteopathic medicine (COMs) with a reference for Comprehensive Osteopathic Medical Achievement Test (COMAT) administration.

Description of the COMAT Series

The National Board of Osteopathic Medical Examiners (NBOME) COMAT series includes eight clinical subject examinations, a comprehensive foundational biomedical sciences (FBS) examination, 14 targeted FBS examinations, and self-evaluation examinations (COMAT-SE).

The COMAT Clinical subject examinations are designed for standardized assessment in core osteopathic medical disciplines, such as Emergency Medicine and Pediatrics. These examinations are intended to be taken at the end of a course or clinical rotation and assess an osteopathic student's achievement level in specific disciplines. The Clinical subject examinations are also the only osteopathically distinctive discipline-specific examinations available.

The FBS Comprehensive (FBS-C) 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 (FBS-T) examinations are designed for standardized assessment in specific basic science disciplines and body systems, as studied in the first and second years of medical school, and assess an osteopathic student's achievement in individual basic science disciplines and body systems.

COMAT Self-Evaluation (COMAT-SE) is a series of examinations designed to assist osteopathic medical students as they prepare for COMAT examinations.

All examinations in the COMAT 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

COMAT Use Policy

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

Clinical Subjects

- Emergency Medicine
- Family Medicine
- Internal Medicine
- Obstetrics and Gynecology
- Osteopathic Principles and Practice
- Pediatrics
- Psychiatry
- Surgery

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

COMAT-SE

- Emergency Medicine (EM)
- Family Medicine (FM)
- Internal Medicine (IM)
- Obstetrics & Gynecology (OB)
- Osteopathic Principles and Practice (OP)
- Pediatrics (PD)
- Psychiatry (PS)
- Surgery (SU)

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

Examination Layout

Examination specifications are provided below.

COMAT Clinical Subjects

- 120 Questions
- 2.5 Hours
- 8 Subject Examinations

COMAT Foundational Biomedical Sciences – Targeted

- 65 Questions
- 1.5 Hours
- 14 Content Areas

COMAT Foundational Biomedical Sciences – Comprehensive

- 200 Questions, divided into two sections
- 4 Hours* divided into two 2-hour sections
- 16 Content Areas

**Optional break after section 1 is completed*

COMAT-SE (Self-Evaluation)

- 60 Questions
- Self-Paced or Timed
- Real-time feedback and progress

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.

Roles and Responsibilities

COM Dean and Portal COM Administrator

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

Portal COM Administrator

A COMAT Portal Administrator is designated by the dean to manage COMAT administrations for COM students. The primary responsibilities of the COMAT Portal 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 the NBOME regarding adverse testing conditions that may affect the administration. Please refer to the COMAT Proctor Guide.
- Manage COMAT invoices and payment

COMAT Proctor

All COMAT examinations should be proctored by a COM-approved proctor. The primary responsibilities of the COMAT 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 the System Check and resolve any issues before COMAT administrations. If devices are provided for testing, ensure that the secure browser has been downloaded to all workstations.
- Ensure test security and minimal disturbance
- Monitor students throughout the examination
- Report adverse testing conditions that may affect the administration to the COMAT Portal Administrator

COMAT Students

COMAT students are expected to:

- Prepare any personal equipment before the examination date
- Conduct a system check and download the secure browser before the examination date

Delivery Options

In response to COM needs, NBOME offers two delivery options to COMs:

- In-person proctored administration at COM-approved location(s) in a secure setting
- Remote-proctored administration by COM proctor(s) in a secure setting using NBOME remote proctoring software

Registration and Scheduling

The COM Portal Administrator can schedule an examination, choose the examination location, and assign a proctor through the school page on the NBOME secure portal up to the day of the examination administration. 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 COM for accommodations, please refer to the Test Accommodation Requests section.

The COM Portal Administrator can also reschedule or cancel a scheduled examination through the NBOME secure portal. COMs may 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 COM.

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

Retaking an Examination

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

Test Accommodation Requests

The COM is responsible for reviewing and approving all test accommodation requests for COMAT administrations. The COM is also responsible for all additional costs required to provide an approved accommodation. The NBOME will make a good faith effort to provide reasonable test accommodations as determined by the COM for its students. For additional questions, please contact NBOME Client Services at (866) 479-6828 or ClientServices@nbome.org.

Examination Administration

Arrival and Identification

For in-person and remote-proctored administrations, proctors are responsible for verifying the identity of each student during the check-in process. Students must provide valid identification. The COM establishes the arrival and start time for an examination.

Late Arrival

The COM will determine whether a student who arrives late may sit for the examination.

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 a cellular phone, electronic devices, smart glasses, smart watches, AI devices, texts, notes, or other materials. Students 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 at which it was stopped. The proctor will also determine whether the interruption warrants administering the examination 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 COM must inform the NBOME immediately. The 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 COM.

Cancellation Due to Inclement Weather or Other Force Majeure Event

If a student is unable to test due to inclement weather, force majeure, or other events beyond the control of the COM, the examination can be rescheduled.

Emergency Evacuation for All Approved Locations

Students will follow the emergency evacuation instructions of the testing site. For remote-proctored delivery, students must inform their COM 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 COM immediately. The NBOME will work with the COM 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.

Force Close Secure Browser

If a student needs to force close the secure browser, they may hold “**Control + Shift + Q**” on both Macs and PCs. The browser will close and display an error message. The student will need to reenter their launch codes to return to the examination. Students will not lose any time if the examination is force closed.

Conduct

The COM 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 COM and the NBOME. The proctor should also report any irregularities in the proctor log.

Voided Examination Administrations

The NBOME may remove a score for an examination upon request by the COM or under circumstances in which the NBOME determines that the test administration was adversely affected or that the test

administration or results were otherwise invalid. Students may not void their COMAT examination score for any reason.

Fees and Invoicing

Examination Fees

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

Rescheduling and Cancellation Fees

The rescheduling and cancellation fees for all COMAT examinations will follow the pricing structure set forth in the NBOME Master Agreement Attachment A.

Invoice

All fees are invoiced after the examination administration and issued to the COM on a monthly basis. The NBOME will not collect fees directly from students.

Scoring and Reporting

The 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.

For **COMAT Clinical subject examinations**, scores for examinations administered Monday through Friday will be released on Thursday of the following week. This may vary slightly when a new testing cycle begins or when non-testing days are scheduled.

For **COMAT FBS examinations**, scores for COMAT FBS Comprehensive examinations administered Monday through Friday will be released on Wednesday of the following week. This may vary slightly when a new testing cycle begins or when non-testing days are scheduled.

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

Reported scores for most COMAT examinations are nationally normed standard scores, which reflect equating between different forms. Standard scores for COMAT Clinical subjects are set to have a mean of 100 and a standard deviation of 10, based on a representative norming sample. 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. The NBOME now reports FBS Targeted examination scaled, or standard, scores based on a norm group of test takers from U.S. osteopathic medical schools who took the FBS Targeted examination for the first time during 2022–2024. The scale of the FBS Targeted examinations 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.

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 a 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.

NBOME and ITS Administration Support

The NBOME provides support for all COMAT administrations between 8:00 a.m. and 5:00 p.m. CT, Monday through Friday, except for NBOME holidays. NBOME Client Services can be reached at (866) 479-6828 or clientservices@nbome.org.

ITS Technical Support can be reached at (800) 514-8494 between 8:00 a.m. and 8:00 p.m. ET.