INSTRUCTIONS FOR TAKING THE 2017 MAINTENANCE OF CERTIFICATION IN PLASTIC SURGERY (MOC-PS®) EXAMINATION

Please read carefully

You are scheduled to take the April 1-30, 2017 MOC-PS® Examination (one day). Contact Prometric as soon as possible to secure a testing appointment. Scheduling instructions are included on the permit.

You must print and bring the Scheduling Permit and your Driver’s License or Passport with you to the test center in order to be admitted.

If you have any problems when you reach the test center, contact ABPS immediately for assistance at 215-587-9322. Do not leave the test center without taking the examination before you contact the Board Office.

Examination Security Reminder – Honor Code

- Candidates must sign a pledge of ethics on the MOC Application for Examination and agree to an Honor Code on the test form before and after the Computer Based Test. Candidates must agree not to divulge any questions or content of any ABPS examination to any individual or entity.
- Candidates agree that a violation of the Agreements can result in the Board seeking, in a court of law, the recovery of costs and civil damages, which could be substantial, as well as other actions by the Board.
- It is of great importance for the Board to ensure the confidentiality of all examination content and to promote a culture of ethical behavior by its candidates and diplomates.

Examination Preparation

- ABPS Tutorial – An optional 15-minute tutorial on testing with the computer-based program will be provided on the day of the examination. You may also run the brief tutorial from the Board’s website at www.abplasticsurgery.org. The link to the MOC Exam tutorial is provided in the drop down list under Diplomates, MOC Program.

Note: Not all buttons in the ABPS tutorial will function as on exam day but are provided as a reference. Be sure to click “Image” for those items which include photos. The image button will enlarge the associated photo.

Examination Schedule - The MOC-PS® Examination is 3 hours and 20 minutes and consists of the following:
- 15-minute optional tutorial
- 200 multiple-choice questions formatted in four blocks of 50 questions
- Blocks of 50 minute time intervals
- Total break time of 45 minutes (optional)*
- There is a survey at the end of the examination. This survey does not interfere with the time allotted for you to take the examination
*BREAKS - Breaks are offered only after each examination block. Your allotted break time can be divided in any manner. Some candidates prefer to take a short break at their seat after each section, while others prefer to take a longer break for a meal outside the test center after completing the first one or two blocks. If you complete an examination section early, the time remaining does NOT become available to complete other sections of the examination or to take a longer break.

**Emergency/Unscheduled breaks** – Although NOT recommended, you can leave the workstation, but the time for that section of the examination will continue to run during the unscheduled break. DO NOT CLICK THE “END” BUTTON in this case because it will end the section and prevent you from completing the remaining block of items. **Repeated or lengthy departures from the test room for unscheduled breaks will be reported by the test center staff.**

**Examination Completion**
- Once you start taking the examination, the examination cannot be cancelled or rescheduled unless a technical problem requires rescheduling. In that event, you will be allowed to reschedule at a later date at no additional cost.
- If a computer problem occurs during the examination, notify test center staff immediately.
- In the rare event of a technical problem, examination software is designed to restart at the point it was interrupted.

**Prometric Testing Center Regulations** – Full list found at: [https://www.prometric.com/en-us/for-test-takers/Prepare-for-Test-Day/frequently-asked-questions](https://www.prometric.com/en-us/for-test-takers/Prepare-for-Test-Day/frequently-asked-questions)
- Test center staff monitor all testing sessions for the examinations. You must follow instructions of test center staff throughout the examination. Failure to do so may result in a determination of irregular behavior.
- Test center staff are not authorized to answer questions from candidates regarding examination content, testing software, or scoring.
- If staff observe you violating test administration rules or engaging in other forms of irregular behavior during the examination, they will not necessarily tell you of the observation at the time of the examination.

**Withdrawal from the Examination**
- Email the Board Office at staff@abplasticsurgery.org indicating your intent to withdraw at least 30 calendar days before April 1, 2017.
  - You will be refunded $580.00, the Examination Fee less a processing charge of $540.00.
  - If you withdraw from the examination after March 1, 2017, or if you fail to appear for the examination, you will forfeit the entire Examination Fee.

**Result Letters and Performance Reports**
- Mailed from the Board Office and posted on your MOC tracking page by July 1, 2017.
- The time period between administration of the examination and notification of the results is necessary to allow for extensive analysis and to assure that individual results are reliable and accurate.

**Change of address, email, etc.**
- If you have a change in your contact information, go to the Board’s website at www.abplasticsurgery.org and make any changes on your profile.