

**The American Board of Plastic Surgery, Inc.®**



**MAINTENANCE OF CERTIFICATION®  
IN PLASTIC SURGERY  
(MOC-PS®)  
BOOKLET OF INFORMATION  
FOR THE APPLICATION AND  
EXAMINATION PROCESS**

**2016 MOC-PS® Examination Application  
due September 1, 2015**

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## Important Dates and Deadlines for the 2016 **AIOC-PS**<sup>®</sup> Examination

**Application required in year 7, 8 or 9 of the 10-year certification cycle**

<b>January 2015</b>	Instructions for online Application mailed from the Board Office.
<b>April 15, 2015</b>	Deadline - <b>AIOC-PS</b> <sup>®</sup> Annual Contribution – payment accepted by credit card only via Board’s website
<b>September 1, 2015</b>	Deadline - Application: a) Online Application finalized with required documentation uploaded b) Application fee payment by credit card only
<b>September 2 – 9, 2015 Late Penalty</b>	Late Deadline Period - Application: a) Online Application finalized with required documentation uploaded b) Application fee payment by credit card only c) Late penalty fee payment by credit card only
	<b>N.B. – The Board’s website is closed to applications after the late deadline</b>
<b>December 1, 2015</b>	Available on <b>AIOC-PS</b> <sup>®</sup> Tracking page a) Application Approval letters with Module Assignment b) Announcement Information/online Reply Form
<b>January 15, 2016</b>	Deadline - Reply Form: a) Online Reply Form finalized with required documentation uploaded b) Examination fee payment by credit card only
<b>January 16 – 22, 2016 Late Penalty</b>	Late Deadline Period - Reply Form: a) Online Reply Form finalized with required documentation uploaded b) Examination fee payment by credit card only c) Late penalty fee payment by credit card only
<b>March 1, 2016</b>	Scheduling Permits posted to <b>AIOC-PS</b> <sup>®</sup> Tracking page accessed after secure log in to the Board’s website
<b>April 1 – 30, 2016 (one day)</b>	<b>AIOC-PS</b> <sup>®</sup> Program Computer Based Test (CBT) administered at Prometric <sup>®</sup> Test Centers throughout the United States, Canada and Puerto Rico
<b>July 1, 2016</b>	Result letters mailed from Board Office and posted to <b>AIOC-PS</b> <sup>®</sup> Tracking page accessed after secure log in to the Board’s website
<b>December 1</b>	<b>AIOC-PS</b> <sup>®</sup> Certificates mailed from Board Office prior to original certificate expiration date. <b>Diplomates must be current on all <b>AIOC-PS</b><sup>®</sup> requirements.</b>

**Email reminders will be sent from the Board Office periodically before approaching deadlines**

**Keep your mailing address and email address for all Board correspondence current by logging into your physician profile. A public address field is also provided for consumer search information.**

**Note: The Board discontinued the 6-month Clinical Case Log requirement in May 2014.**

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**MOC-PS<sup>®</sup>**  
**Preliminary and Reference Information**

**This Booklet provides information for the**  
**2016 MOC-PS<sup>®</sup> Exam Application Process**  
**due September 1, 2015**



## Target Audience

### **2016 MOC-PS® Examination Application audience:**

**Time-limited Certificate Holders** – diplomates originally certified in 1996, 1997, 1998, 2006\*, 2007 or 2008 with certificate expiration dates in 2016, 2017 or 2018.

**Lifetime Certificate Holders** – diplomates voluntarily participating in MOC who entered the MOC program in 2006\*, 2007 or 2008 with MOC expiration dates in 2016, 2017 or 2018. Also, lifetime certificate holders who are not currently participating in the MOC Program but desire to voluntarily participate may submit an application to start the MOC cycle.

**Expired Certificate Holders** – diplomates with an expired certificate may contact the Board Office to request application material to reestablish certification with the Board.

**The deadline for finalization of the online MOC Examination Application on the Board’s website is September 1, 2015.**

\*2015 is the final year to complete the MOC Examination Application in order to be eligible for the 2016 examination for those diplomates with a certificate expiration date on December 31, 2016.

- **Log in to the Board’s website, [www.abplsurg.org](http://www.abplsurg.org)**
  - ☐ **Click “MOC-PS” to view your MOC Requirements Tracking Page and to complete MOC Activities**
  - ☐ **Click “My Profile” to update contact information and to provide a public address reported in the Consumer Search results available on the Board’s homepage through the “Is Your Surgeon Certified?” link**
- **Contact the Board Office at [staff@abplsurg.org](mailto:staff@abplsurg.org) with questions**

## General Timeline of MOC-PS® Program Requirements

10 YEAR CYCLE:	MOC-PS® Annual Contribution required each year
<b>YEAR 3</b>	<p><b>STEP 1:</b> Practice Assessment in Plastic Surgery (PA-PS) Module including: tracer procedure, benchmarking report, MOC-approved CME, action plan.</p> <p><b>STEP 2:</b> Professional Standing Update including CME report(s), medical license, hospital privileges, outpatient facility accreditation, advertising material, society membership and peer evaluations.</p>
<b>YEAR 6</b>	<b>STEPS 1 &amp; 2:</b> PA-PS Module & Professional Standing
<b>YEAR 7, 8 OR 9</b>	Examination Application
<b>YEAR 9</b>	<b>STEPS 1 &amp; 2:</b> PA-PS Module and Professional Standing
<b>YEAR 8, 9 OR 10</b>	MOC-PS® Computer Based Test (CBT)
<b>YEAR 10</b>	MOC-PS® Certificates mailed to those who successfully completed the 10-year cycle

The MOC Exam Study Guide offered by the Plastic Surgery Education Network (PSEN) is an excellent reference for exam preparation, [www.psenetwork.org](http://www.psenetwork.org).

The AMA awards 60 CME credits for successful completion of the MOC program. Additional information can be found on their website, [www.ama-assn.org/go/CMEforms](http://www.ama-assn.org/go/CMEforms).



**American Board of Plastic Surgery**  
**ABMS Maintenance of Certification®**  
*Certification Matters*

## **The Steps to MOC-PS® Success Requirements over the 10-year certification cycle**

### **PA-PS Module - Professional Standing – Application - Exam**

**In each of years 3, 6 AND 9 complete the following:**

- 1.** One Practice Assessment in Plastic Surgery (PA-PS) Module which requires the diplomate to:
  - a) Select one of the 24 Tracer procedures available.
  - b) Enter data online from 10 consecutive cases of a single tracer procedure such as breast reduction or carpal tunnel syndrome. Preview forms on the Board's website to review required data.
  - c) Review benchmarking report: Diplomate data compared to national averages.
  - d) Complete one MOC-approved educational activity aligned with the tracer procedure such as an online article or one of the approved MOC courses held at the national meetings.
  - e) Complete the Action Plan for Improvement.
  
- 2.** Professional Standing Update which requires the diplomate to:
  - a) List medical license, hospital privileges, outpatient facilities, advertising material, society membership and peer evaluations. If randomly selected for audit, supporting documentation is required.
  - b) Upload CME summary report(s) for the current and previous CME cycles from the ASPS website, or from another CME Provider, confirming at least 150 CMEs from the last three years.

**In year 7, 8 OR 9:**

- 3.** Finalize the online application with required documentation.

Note: The Board discontinued the 6-month Clinical Case Log in May 2014

**In year 8, 9 OR 10:**

- 4.** Successfully complete the 200-question computer based exam. Exam offered in preferred module (Comprehensive, Cosmetic, Craniomaxillofacial or Hand)
  - The MOC-PS® Exam Study Guide produced by ASPS/Plastic Surgery Education Network (PSEN), available at [www.psenetwork.org](http://www.psenetwork.org), is an excellent reference for exam preparation.

**Please contact the Board Office if you have questions – [staff@abplsurg.org](mailto:staff@abplsurg.org).**

## Physician Profile and Log in

**Update contact information and stay current on MOC-PS® requirements.** Diplomates must log in to the Board’s website to access their Physician Profile. The Physician Profile has different tabs for each examination process: **MOC-PS, SOTH, Written Exam and Oral Exam, as well as the “My Profile” tab.** Log in to access requirement information and to complete online processes.

### Log in to the Board’s website:

- ☐ Go to [www.abplsurg.org](http://www.abplsurg.org).
- ☐ If this is your first time logging in to the Board’s website, enter your username (six-digit Board ID number) and password (last name with the first letter capitalized. e.g. Smith) in the top right corner of the home page.
- ☐ If you previously customized your username and password, your login information remains the same.
- ☐ Change your username and/or password at any time in the “My Profile” tab.
- ☐ Contact the Board Office if you need log in assistance.

### My Profile page

Diplomates may update the following by clicking on “My Profile”:

- ☐ contact information including email address
- ☐ public address and telephone number for consumers
- ☐ username or password
- ☐ retired status and effective date

**The Board Office will send mailings and email notices to the applicable diplomates prior to any deadlines. Be sure that your email address is updated on your Physician Profile.**

### MOC-PS® online Tracking page

The Board’s website features individual tracking for each diplomate participating in the MOC-PS® Program. Once logged in, access the **MOC-PS** tab for a customized list of requirements, deadline dates, status and completion dates. Once the MOC-PS® requirements are met each calendar year, diplomates have the ability to download a certificate and participation letter as well as the ABMS Starmark Logo for use in advertising materials.

**Help the Board keep each diplomate on track! If you notice an “overdue” or “incomplete” status under your Alerts that needs correction, please email the Board Office at [staff@abplsurg.org](mailto:staff@abplsurg.org) to verify and update if necessary.**

## MOC-PS® Annual Contribution

The MOC-PS® Annual Contribution is a requirement of the MOC-PS® Program. The official request is sent with the Board's Annual Newsletter in February. The Annual Contribution is mandatory for diplomates with time-limited certificates. This contribution assists in maintaining the databases for reporting certification to health care consumers, tracking MOC-PS® activities over the 10-year cycle and developing additional web-based services for diplomates. Payment is made via credit card after secure log in to the Board's website. The link is accessed on the MOC-PS® Tracking page. **A late penalty fee may be assessed if the Annual Contribution remains unpaid by the end of the calendar year.**

## ABMS Starmark Logo

The ABMS implemented a Starmark Logo for all 24 ABMS member boards with the specific specialty board listed. This Starmark Logo allows each plastic surgeon to be identified as participating in the Maintenance of Certification Program. Diplomates of the various ABMS boards are able to use this logo on their practice communication materials. The ABMS has a public educational campaign to explain the importance of initial board certification and Maintenance of Certification in terms of the patients' safety and quality of care. Visit [www.certificationmatters.org](http://www.certificationmatters.org) to view the ABMS public website.



***Certification Matters:** Display the ABMS StarMark Logo on your website and marketing materials to demonstrate your commitment to quality improvement through self-assessment and lifelong learning. Use of the StarMark Logo is a way for all ABPS diplomates participating in MOC-PS® to differentiate themselves from other physicians who are not certified by an ABMS specialty board. The logo files are available for download on your individual tracking page of the Board's website **once all requirements are met each calendar year.** Contact [staff@abplsurg.org](mailto:staff@abplsurg.org) for assistance.*



**The use of the Board's Logo (above) is not permitted for any purpose.  
Diplomates should remove this logo from all practice websites.**

## Technical Support

**For technical support contact Web Data Solutions at 312-944-0642 or [support@dataharborsolutions.com](mailto:support@dataharborsolutions.com) (M-F 9:00am – 5:00pm CST).**

**Diplomates may also contact the Board Office at 215-587-9322 or [staff@abplsurg.org](mailto:staff@abplsurg.org) (M-F 8:30am – 5:00pm EST).**

### **“Is Your Surgeon Certified?”- Consumer Search**

“Is your surgeon certified?” is the online consumer search tool on the Board’s website. The link is available on the Board’s home page and automatically verifies board certification for consumers and credentialing specialists. This tool allows users to search for Board certified plastic surgeons by name and/or geographic location.

The diplomate’s name, city, state, zip code, certification status, certification history, and **MOC-PS**<sup>®</sup> participation status are automatically reported in the search results.

- Diplomates should perform a personal search using this online feature to ensure accuracy of the information reported.
- Diplomates may log in to the Board’s website and access “My Profile” to enter a public address and phone number for consumers. This information is only published if entered by the diplomate. Otherwise, only the current city, state and zip code of the diplomate’s address of record is displayed.

### **Reporting **MOC-PS**<sup>®</sup> Participation – Consumer Search Enhancement**

The Board reports MOC participation status for each diplomate through the “Is Your Surgeon Certified?” link.

- A status of “**not current**” will only be reported if the diplomate is more than six months overdue on one or more MOC requirements.

**The American Board of Medical Specialties (ABMS) also reports MOC Participation status on the consumer-focused website, [www.certificationmatters.org](http://www.certificationmatters.org).**

**Email the Board Office at [staff@abplsurg.org](mailto:staff@abplsurg.org) if there are any discrepancies.**

**ABPS Status Definitions for Reporting Certification and MOC Status to the public on the Board’s website.**

<b>Certification Status Definitions</b>	
<b>CERTIFIED</b>	Has met the Board’s residency training requirements in an accredited institution in the U.S. or Canada and successfully completed extensive written and oral examinations covering the entire field of plastic surgery.
<b>EXPIRED</b>	Certification has lapsed. The diplomate has not met the requirements to renew certification.
<b>RETIRED</b>	Diplomate is no longer in the active practice of plastic surgery.
<b>REVOKED</b>	Certification is no longer valid due to action taken by the Board.
<b>MOC-PS® Participation Status Definitions</b>	
<i>Required</i>	Diplomates certified in 1995 or after are required to participate in the Maintenance of Certification Program.
<i>Voluntary</i>	Diplomates certified prior to 1995 may voluntarily participate in MOC. Participation is not required to maintain certification because certificate does not have an expiration date.
<i>Participating</i>	All diplomates with time-limited certification are automatically enrolled in MOC upon initial certification. Diplomates with lifetime certification may voluntarily submit an application to enter the MOC Program.
<i>Not Participating</i>	Diplomates with an expired certificate are not participating in MOC. Lifetime certificate holders who have not submitted the MOC Application <b>or</b> who have not successfully taken the Recertification Examination are not participating in MOC. <b>Diplomates in this category will have no MOC status reported - the 4<sup>th</sup> column in the consumer search results will be blank.</b>
<i>Current</i>	All current requirements have been fulfilled for those participating.
<i>Not Current</i>	Diplomate is 6 months overdue with one or more requirements.

**Time-limited certification** – applies to diplomates certified 1995 and thereafter. Certificates are valid for 10 years. **Participation in the MOC-PS® Program is mandatory.**

**Expired certification** – applies to time-limited certificate holders who have not met the 10 year cycle requirements prior to the certificate expiration date.

**Lifetime certification** – applies to diplomates certified prior to 1995. Certificates are valid indefinitely. **Participation in the MOC-PS® Program is voluntary.**



**2016 MOC-PS<sup>®</sup>**  
**Examination Application**

**Submission by September 1, 2015**

Certification year → Application submission

**2006 → 2013, 2014 OR 2015**

**2007 → 2014, 2015 OR 2016**

**2008 → 2015, 2016 OR 2017**



**2016 MOC-PS® Examination Application**  
**Required in year 7, 8 OR 9 of the 10 year Cycle**

**Approved applications are valid for three consecutive exam years.  
Once the 2016 MOC Application is approved, diplomates are admissible  
to the following exams: April 1 to April 30, 2016, 2017, 2018**

## **APPLICATION PROCESS**

### **Summary of Application requirements:**

- ❖ **Application fee of \$445.00:** online payment with credit card.
- ❖ **State Medical License(s):** List all. Requested again with Reply Form.
- ❖ **Hospital Privileges:** List hospital names, addresses, appointment dates.
  - ♦ **NOTE:** Documentation of hospital privileges will be required at the time of the Reply Form, due on **January 15, 2016**. The hospitals must be accredited by the Joint Commission or other approved organization authorized by the Center for Medicare and Medicaid Services (CMS). If practice is outside the United States, verification of privileges to practice in a hospital accredited by the appropriate country is required (must be translated into English). **Privileges held exclusively at outpatient surgical facilities do not meet the inpatient hospital requirements.**
- ❖ **Advertising Materials:** Home & Bio pages (only) from practice website(s), Facebook and/or Twitter accounts, print ads including billboard images, and internet ads (Groupon or other) within the past 12 months.
- ❖ **Peer Review (online form):** List names, titles and email addresses.
- ❖ **Patient Satisfaction:** Board survey of current practices.
- ❖ **Society Membership:** Membership in one of the 21 sponsoring organizations of the Board is required. Refer to the list in this booklet and also on the application. Participation in local or hospital committees may be considered if no sponsoring organization membership.
- ❖ **Outpatient Facility Accreditation:** List all, including hospital-based facilities. Requested again with Reply Form.
- ❖ **Photo ID:** driver's license or passport.
- ❖ **CME Reports:** AMA, ACS, ASPS reports or individual certificates.
  - ♦ **CME tip:** ASPS members can log in to the ASPS member section to obtain current and previous CME PDF and data files to upload.

## Summary of documentation requirements (Professionalism):

➤ **Application:** Submitted online.

➤ **State Medical License:** A current, valid, registered, full and unrestricted license to practice medicine in a state, territory, or possession of the United States or in a Canadian province, where the diplomate is practicing is required. **The state medical license will also be required during the Reply Form process.** Restrictions or sanctions to any medical license must be reported to the Board Office within 60 days of the restriction. Restrictions will delay the diplomate's progress through the examination process.

**NOTE:** If practicing in a country other than the United States or Canada, a valid unrestricted license, translated into English, from that country is required and must be uploaded online. Foreign licenses will be accepted if the physician's license to practice medicine in a state or territory of the United States or Canada has not been suspended or revoked and has not lapsed or been surrendered in one or more jurisdictions to avoid sanctions by the jurisdiction's licensing authority.

➤ **Advertising Material:** Upload a current copy of the home page & bio page of any active practice website(s). Also include Facebook and Twitter accounts created for your practice. Upload copies of all print advertising materials published within the past 12 months. Examples of print advertisements include, but are not limited to, letterhead, brochures, telephone book (yellow page) advertisements and other advertisements such as billboard images (digital proof copy in PDF file is acceptable), announcement flyers, magazine and newspaper or internet advertisements (Groupon or other), and articles. Scan all advertising material as a group or separately by category and upload to application. **(4 megabyte limit for each PDF file)**

➤ **Three Peer Review Evaluations are required:** Enter the name, titles and email addresses of three peers. A secure link will be emailed to your peers to complete an evaluation for you that will be submitted electronically to the Board Office. **Peer Review Evaluations are due by the application deadline.** The diplomate must check their individual MOC-PS tracking page on the Board's website to verify that the Peer Evaluations have been completed. Peer contact information may be edited from your tracking page if necessary. The tracking page will update automatically as the online forms are received. Peers must fall into the following categories:

- ◆ Chief of Staff, Chief of Surgery or Chief of Plastic Surgery\*
- ◆ ABPS certified plastic surgeon
- ◆ Anesthesiologist
- ◆ Nursing Supervisor

**\*At least one evaluation must be completed by the Chief of Surgery, Chief of Staff, or Chief of Plastic Surgery** at one hospital where the diplomate practices plastic surgery. The hospital must be accredited by the Joint Commission or other approved organization authorized by the Centers for Medicare and Medicaid Services (CMS). Outpatient surgery centers are not acceptable.

- **Accreditation Certificate from Outpatient Surgical Facilities:** List all outpatient facilities and the accrediting body. Certificates or currently-dated documentation verifying the accreditation of all non-hospital surgical facilities where the diplomate operates must be provided. Letters or certificates from AAAASF, AAAHC, State Board or Medicare certifications are acceptable.
  - ◆ **It is expected that all surgery performed under conscious sedation is performed in an accredited center.**
  - ◆ **Certificates are not required for hospital-based surgical centers accredited by the Joint Commission but all outpatient facilities must be identified on the application. If Joint Commission (hospital-based) is selected, documentation will not be required for that facility.**
- **Photographic Identification:** Current driver's license or passport. Must also bring to examination appointment for admittance to test center.

### **Continuing Medical Education (CME) Requirement (Life Long Learning)**

Diplomates applying for the 2016 Examination are required to upload documentation from a CME Provider of 150 hours of CMEs completed between the period starting **January 1, 2012 and ending September 1, 2015**. The flexibility of more than three years is offered to assist those completing the application early in the year prior to the deadline. **The CME requirement must be completed by the Application deadline and meet the following minimum categories:**

- ◆ At least 60 hours in Category I
  - ◆ At least 50 hours in plastic surgery activities
  - ◆ At least 20 hours in patient safety
- Submission of the American Society of Plastic Surgeons (ASPS) Summary of CMEs (current and previous cycle reports) or the American Medical Association (AMA) Physicians Recognition Program Report is preferred.
  - **ASPS members who use the ASPS service to track their CME credits can obtain a data (text) file of CME credits and a PDF file of the report from the ASPS website. The files may be uploaded to the Board's online Application Form. Note, the ASPS three-year cycle often overlaps the ABPS three-year cycle.**

- A self-reported summary may be entered on the Board's website. **A certificate for each course listed must be uploaded online to complete each record manually entered.** The certificates must include the name and date of the course, category, and number of CME's awarded.
- Category II credit hours must appear on a CME provider's list such as ASPS, ACS, or AMA. The Board is unable to accept Category II credits unless they appear on a report from a CME Provider.
- Patient Safety Credits must be identified on the certificates or CME provider report to be accepted. If needed, patient safety courses are listed on the Board's website under the Diplomates section of the home page.

**The MOC-PS® Application Process requires supporting documentation and serves as the final audit for all diplomates during the 10-year cycle.**

### **PDF Assistance - Uploading documentation for the online processes**

- Locate a copier that will scan the document as a PDF file. Many copiers, scanners and fax machines have this capability. Save the PDF's to your desktop so you can browse and upload from there.
- Scan a letter or picture of a document (jpeg format) and copy to a Word document. Save the Word document as a PDF file. Be sure to select PDF as your file type.
- Scan a letter or picture of a document (jpeg format) and upload it to [www.pdfonline.com](http://www.pdfonline.com) or a similar service. At minimal or no cost, they will convert the document to a PDF file.
- Those who receive faxes as digital fax images can print to PDF if Adobe Acrobat is available.
- As a last resort, go to an Office Supply store with the paper documents and for a nominal fee, they can provide the individual documents as a PDF file to you on a CD or flash drive that you can use to upload to the Board's website.

### **Uploading your ASPS CME report to the Board's website (MOC Exam Application)**

ASPS provides CME reports including total Plastic Surgery hours, Category I hours, and Patient Safety hours. The files are available once logged in to the ASPS member site, [www.plasticsurgery.org](http://www.plasticsurgery.org). **Diplomates must download BOTH PDF and text (data) files for CME report(s).** A manual report may also be produced spanning 2012-2015. The PDF file will serve as your documentation. The text file will fill in your CME data on the Board's website.

You are responsible for the integrity of the data file once it is downloaded from ASPS. It is expected that the data file of CME credits will correspond with the ASPS CME Report PDF documentation.

The Board is working with other specialty societies who may offer their members CME reports in PDF and text (data) file formats for ease of uploading to the Board's website. Diplomates may request the file specifications by contacting the Board Office at [staff@abplsurg.org](mailto:staff@abplsurg.org).

### **Download Current and Previous CME reports from ASPS website**

- Go to [www.plasticsurgery.org](http://www.plasticsurgery.org) and log in using the **Member Login link**
- Click the “**My Account**” link at the top of the page
- Click “**CME Report**” under Membership Overview
  1. Click “Download PDF Report”; save to desktop
  2. Click “Download ABPS Data File”; save to desktop
  3. **Note: The ASPS cycle and Board's three year cycle often overlap.** Repeat Steps 1 & 2 with your **Previous** CME report if necessary to satisfy the Board's 150 minimum CME requirement. Click “**View Previous CME Cycle.**”

### **Upload Current and Previous CME reports to Board's website**

- Log in to the Board's website, [www.abplsurg.org](http://www.abplsurg.org).
- On your MOC Tracking page, click on the **MOC Exam Application**
- Click the link “**Import Data Records File**” in the CME question on the Application.
  1. **Step 1:** Browse and Upload the CME **PDF** file
  2. **Step 2:** Browse and Import the CME data (**text**) file
  3. Repeat Steps 1 & 2 with your Previous CME report if necessary to satisfy the Board's 150 minimum CME requirement.
  4. Click the link “**Return to CME List.**”
  5. If necessary, manually enter any CME credits which are not present on the ASPS report and upload the supporting CME certificate as a PDF file.

# CME SCREEN SHOTS

ASPS website [www.plasticsurgery.org](http://www.plasticsurgery.org)

Click "My Account" – Click "CME Report" - Complete Steps 1 & 2.

Home My ASPS My Account Surgeon Community Resources & Education Legislation & Advocacy

Home > For Medical Professionals

## For Medical Professionals

### Membership Overview

Practice Type: Academic [Change](#)  
Practice Demographic: 100% Cosmetic [Change](#)  
You did not volunteer for project CARE [Change](#)  
Opt-in to be displayed in Find a Surgeon  
[Update My Procedures](#)

You can quickly access:

[CME requirements](#)  
[CME Submission](#)  
[CME Report](#)

Total	293 ✓	0	282.75 ✓	22.5 ✓	293 ✓
Hours Needed	0		0	0	0
Hours Required	60/150		50/150	20/150	150

*Upload CME to  
ABPS*

[Download PDF Report](#)

[Download ABPS Data File](#)

Both files are required to upload CME to the ABPS website.

## ABPS website [www.abpsurg.org](http://www.abpsurg.org)

Access Application - Click "Import Data Records File" –  
Complete Steps 1 & 2.

4. List of CME's: Upload proof of 150 hrs:\*

If you plan to use an overall CME report from ASPS, please click [here](#) for the instructions.

### CME Activities Records

<b>Total CME Hours:</b>	0 (150 required)
<b>Total Category I CME Hours:</b>	0 (60 required)
<b>Total Plastic Surgery CME Hours:</b>	0 (50 required)
<b>Total Patient Safety CME Hours:</b>	0 (20 required)

### Import Data Records File

Click on import to upload CME records from a text file meeting the specification. (Click [here](#) for the specification.) You will be asked to select the documentation file for upload (.PDF) file and the file for import (.txt file). Please note that the documentation file must include documentation for all CME records included in the data file.

List of CME's: Upload proof of 150 hrs:\*

If you plan to use an overall CME report from ASPS, please click [here](#) for the instructions.

### **Step 1 - Upload CME Documentation (PDF File)**

[Return to CME List](#)

Note: Step 1 must be completed prior to Step 2.  
Click [Browse] to locate the file for upload.  
Document must be PDF format and less than 4MB in size.  
You must click [Upload] to save!

Documentation Upload

### **Step 2 - Import CME Data (Text File)**

Note: Only valid records are imported.  
Click [Browse] to locate the file for import.  
You must click [Import] to save!  
Document must have file extension of ".txt" and formatted correctly and less than 4MB in size.

Data Import



**MOC-PS<sup>®</sup>**

**AND**

**SURGERY OF THE HAND  
(SOTH)**



**Diplomates who hold Certification in the Subspecialty of Surgery of the Hand (SOTH) through the ABPS, ABS or ABOS**

**The SOTH certificate will expire automatically upon expiration of the primary plastic surgery certificate.**

- ❖ Diplomates completing the Certification or Recertification for the Subspecialty Examination in Surgery of the Hand (formerly CAQSH) may use that test in lieu of taking the Primary Plastic Surgery Maintenance of Certification Examination.
- ❖ The SOTH Recertification Examination will satisfy the MOC Cognitive Examination requirement **if successfully completed within the current MOC 10-year cycle.**
- ❖ The SOTH Initial Certifying Examination will satisfy the MOC Cognitive Examination requirement if successfully completed within three years prior to the expiration date of the primary certificate in plastic surgery.
- ❖ Certification or Recertification in Surgery of the Hand (SOTH) can be obtained through ABPS, ABS or ABOS.
- ❖ Diplomates must indicate their intention to synchronize the two processes on the ~~MOC-PS~~<sup>®</sup> and SOTH Applications. **Both application processes must be completed.**
- ❖ The SOTH Recertification Examination can be taken within four years prior to the expiration date on the sub-specialty certificate.
- ❖ ABPS diplomates certified in Hand Surgery by the American Board of Surgery (ABS) are able to recertify in Hand Surgery without maintaining their primary ABS Certification.

**EXAMPLE**

PRIMARY CERTIFICATE OBTAINED	PRIMARY EXP. DATE	HAND SURGERY CERTIFICATE OBTAINED	HAND SURGERY EXP. DATE	COMPLETED RECERTIFICATION HAND SURGERY EXAM	NEW PRIMARY MOC-PS <sup>®</sup> EXP. DATE	NEW HAND SURGERY EXP. DATE
2006	2016	2007	2017	2014, 2015 or 2016	2026	2027



**Registration, Approval and Preparation  
for the  
MOC-PS<sup>®</sup> Examination**

**Application Approval Letters and Reply Forms  
Available on December 1<sup>st</sup>**

**Reply Form due by January 15, 2016**

Certification year → Examination Opportunity

**2006 → 2014, 2015 OR 2016**

**2007 → 2015, 2016 OR 2017**

**2008 → 2016, 2017 OR 2018**



## Application Approval and Registration Process

### Approval Letter, Announcement Letter and Reply Form

After approval of the Application Materials, diplomates will be sent an email notification that the Approval Letter is available online and the Reply Form is available for online submission. An approved application grants admissibility to the **AIOC-PS®** Examination for three years. Diplomates are granted **one opportunity per year** to take the **AIOC-PS®** Examination.

The documents listed below must be submitted and uploaded by **January 15, 2016** in order to be registered. A late penalty fee of \$540.00 must accompany these documents if submitted starting January 16<sup>th</sup> up to and including the close of the business day on January 22<sup>nd</sup>. Reply Forms and other required material will not be available for submission after **January 22<sup>nd</sup>**. The following items must be submitted online by the deadline date:

- Reply Form finalized
- Examination Fee of \$1,120.00 (credit card payment only).
- Upload\* of all valid, unrestricted state medical licenses (Refer to Summary of Documentation Requirements for details).
- Upload\* of Outpatient Facility Accreditation letters or certificates (Refer to Summary of Documentation Requirements for details).
- Upload\* of Appointment/Reappointment letters from every hospital verifying full, admitting and operating hospital privileges in plastic surgery. **This requirement of hospital appointment letters is different from the Peer Evaluations submitted previously with the Application Material.**

\*Uploaded documents must be in PDF format.

The hospitals must be accredited by the Joint Commission or other approved organization authorized by the Center for Medicare and Medicaid Services (CMS). If practice is outside the United States, verification of privileges to practice in a hospital accredited by the appropriate country is required (must be translated into English). **Privileges held exclusively at outpatient surgical facilities do not meet the requirements.**

All Appointment/Reappointment letters must include the following information:

- Currently dated within 3 months of submission.
- A signed letter in English on the hospital's official letterhead.
- Indication of status: active, courtesy, temporary. **Current, inpatient admitting privileges in plastic surgery are required.**
- Indication of **"plastic surgery"** privileges. If the letters do not specify **"plastic surgery,"** include a photocopy of your delineation of privileges indicating that your privileges extend to performing plastic surgery procedures.
- Dates of appointment (e.g. January 1, 2015 – January 1, 2017). For diplomates taking the 2016 examination, the hospital privilege letters must **include a reappointment/expiration date valid through the time of the April examination.**

## **Scheduling Permit – Available to print from MOC tracking page**

After submission and approval of the Reply Form material, diplomates will be listed as registered with the Board Office for the examination and a Scheduling Permit will be posted online approximately one month before the examination. An email notification will be sent when available.

The Scheduling Permit includes the dates of the examination, your “Eligibility ID” number and online instructions or a toll free phone number for scheduling a testing appointment at a Prometric® Test Center.

**The scheduling permit and photographic identification are both required for admittance to the testing appointment.**

**Contact the Board Office immediately if the name on the Scheduling Permit is not an EXACT match to that listed on the photographic identification you submitted to the Board with your Application.**







### **Prometric® Test Centers**

The ~~MOC-PS~~ MOC-PS® Examination will be administered at Prometric® Test Centers within the United States, Canada and Puerto Rico. All test centers are set up similarly. This not only helps enhance security, but also provides standards of uniformity for all diplomates. Visit the Prometric® website for test center locations at [www.prometric.com](http://www.prometric.com).

### **Scheduling an Examination Appointment**

Diplomates should contact Prometric® immediately upon receipt of the Scheduling Permit to make a test appointment. The Scheduling Permit must be in hand when contacting Prometric®. A delay in scheduling an appointment may result in limited test site location choices. Diplomates who have been approved for special accommodations must make a test appointment by calling the telephone number provided on the Scheduling Permit. Online scheduling is not available for those requiring special examination accommodations.

### **Follow the instructions below to schedule your examination at [www.prometric.com](http://www.prometric.com):**

-  Enter test sponsor: ABPS or American Board of Plastic Surgery and click “GO”
-  Select “Schedule My Test”
-  Choose Country/State and click “Next”
-  Review Information and Read Privacy Policy, click “I agree” and “Next”
-  Enter Eligibility ID from permit and first four letters of last name and click “Next”
-  Review sites in your area and schedule your appointment

## **Preparation for the *ABOC-IP*® Examination**

### **1. *ABOC-IP*® Exam Study Guide from ASPS**

The *ABOC-IP*® Study Guide produced by ASPS/ Plastic Surgery Education Network (PSEN) is an excellent reference for exam preparation. The study guide is available in modules. Diplomates should focus on their specialty module, as listed on the Application Approval Letter, in addition to the Core Module. To learn about ASPS Examination preparation resources, contact ASPS Member Services at 1-800-766-4955 or visit the PSEN website, [www.psenetwork.org](http://www.psenetwork.org). CMEs are available upon completion.

### **2. CME Articles in the journal, *Plastic and Reconstructive Surgery (PRS)* and the *Aesthetic Surgery Journal (ASJ)***

PRS and ASJ work with the Board to review and edit the Continuing Medical Education (CME) questions published in the journals which would be appropriate for the *ABOC-IP*® Examination. The CME article questions published in recent years are included in the potential item bank for the *ABOC-IP*® CBT Examination and on the *ABOC-IP*® Study Guide from ASPS.

### **3. Educational Programs**

Surgical societies offer excellent educational programs of value to plastic surgeons. These include the American Association of Plastic Surgeons, the American College of Surgeons, the American Society for Aesthetic Plastic Surgery, Inc., the American Society of Maxillofacial Surgeons, the Plastic Surgery Research Council, the American Association for Hand Surgery, the American Cleft Palate-Craniofacial Association, the American Burn Association, the American Society for Surgery of the Hand, and the American Head and Neck Society.

### **4. Pre-Examination Tutorial for Computer-Based Testing (CBT)**

An online tutorial is available for diplomates to review sample exam screens. This is provided to relieve anxiety about the mechanics of computer based testing. The tutorial also reviews the process of marking items for review at the completion of each section or block of the examination. Once a section has been completed, diplomates may not access questions from the previous section or block of items. The tutorial is available for downloading to personal computers from the Board's website at [www.abplsurg.org](http://www.abplsurg.org) in the Diplomates section. The Board strongly recommends that diplomates preview the tutorial a number of times to become familiar with the Computer Based Test format.

## Testing Day Requirements

Diplomates must have the Scheduling Permit and the unexpired government issued photographic identification, driver's license or passport, in order to be admitted into the test center. Diplomates are responsible for their own travel and expenses to the test center. Plan to arrive **15-30 minutes** before the scheduled test appointment.

- Diplomates must notify the Board Office immediately if arrival to the test center will be delayed and the Board Office will contact Prometric®. **Diplomates who are more than 30 minutes late will not be admitted to the examination.**
- Diplomates are not permitted to bring notes, textbooks, clipboards, pocketbooks, personal digital assistants (palm pilots, etc.), phones, watches, electronic devices, scanning devices or other reference materials into the test center. Cell phones and beepers must be turned off and stored in your car or locker. Scratch paper is not permitted.

## Examination Schedule (Three Hours and 20 minutes)

The ~~AOC-PS~~ <sup>AOC-PS</sup>® Program Computer Based Test has the following format:

- ☐ One day examination
- ☐ 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)
- ☐ Total testing time of three hours and 20 minutes

Please review the information provided on the Scheduling Permit for additional details for examination day.

## Withdrawal from the Examination

The Board Office must receive a letter or email from the diplomate indicating the intent to withdraw from the examination **by March 1<sup>st</sup>** (at least 30 calendar days before the **first** date of the examination period which is April 1<sup>st</sup>). Diplomates will be refunded \$580.00 (the Examination Fee less a processing charge of \$540.00). Diplomates who withdraw from the examination after this date or who fail to appear for the examination will **forfeit** the entire Examination Fee.



# Taking the **MOC-PS**<sup>®</sup> Examination

**MOC-PS**<sup>®</sup> Computer-Based Test  
in Year 8, 9 OR 10 of the Ten Year Cycle



## Evaluation of Knowledge

### Cognitive Examination/Computer Based Test

Diplomates are required to complete the Computer Based Cognitive Test (CBT) once during each 10-year cycle. The CBT may be taken in year eight, nine or ten of the ten year certification cycle. Diplomates must successfully complete the three hour practice-oriented multiple-choice CBT. The secure examination is largely derived from previously published questions available in the public domain, such as the ASPS In-Service Examinations and CME questions published in the journal, *Plastic and Reconstructive Surgery* (PRS) in recent years.

**The American Medical Association (AMA) Physician Recognition Awards Program provides 60 Category I CME credits for the successful completion of ~~AOC-PS~~<sup>®</sup>. Contact the AMA at [www.ama-assn.org/go/cmeforms](http://www.ama-assn.org/go/cmeforms) for details.**

### Examination Content

The examination consists of 200 multiple-choice questions. The examination is based on a broad range of professional activities encompassing the specialty of plastic surgery. Because the examination emphasizes current surgical practice and continuing education, the emphasis is different from the cognitive emphasis of the initial Written Examination of the Board. The examination is designed in a modular form to allow diplomates to match the examination modules to their practice profiles. Diplomates may take a **Comprehensive Plastic Surgery** Examination module consisting of 200 questions or one of the **specialty** examination modules consisting of 50 questions on the core of plastic surgery practice and 150 specialty-specific questions. The specialty modules are **Cosmetic Surgery, Craniomaxillofacial Surgery and Hand Surgery**.

Examination questions prepared by, or at the direction of, The American Board of Plastic Surgery, Inc. (hereinafter "Board"), are the sole and exclusive property of the Board, and said examination items are protected under the copyright laws of the United States and other countries. The examination items may only be used for such purposes as are designated from time to time by the Board. The examination materials are protected by copyright and cannot be used for other purposes without express permission. The Board reserves all other rights. The Board appreciates the cooperation of the Plastic Surgery Foundation and the journal, *Plastic and Reconstructive Surgery* (PRS) for granting permission for use of In-Service test items and CME Journal items for the ~~AOC-PS~~<sup>®</sup> examination. Copying, by any means, of all or any part of such examination items or the unauthorized use in any way whatsoever of said examination items is strictly prohibited. All diplomates must take the entire examination. Individual Prometric<sup>®</sup> Test Center issues are handled on site with final approval by the Board.



# **AOC-PS<sup>®</sup> Examination Results**

**Available by July 1, 2016**



## Result Letters – Pass and Fail

Result Letters (pass or fail) of the **AOC-PS®** Examination will be mailed to each diplomate and will be available **online by July 1<sup>st</sup>**. The letters will be posted on the diplomate's **AOC-PS®** tracking page on the Board's website. The time period between administration of the examination and notification of the results is necessary to allow for psychometric analysis and to assure that individual results are reliable and accurate.

Results of the examination will not be reported until a week after the results mailing date. Diplomates have the capability to download their individual result letter from the **AOC-PS®** tracking page. Each diplomate will receive a single final grade (pass or fail) for the entire examination. The score (pass or fail) on the examination will be determined by the total number of questions answered correctly. Therefore, diplomates are encouraged to answer all items. A diplomate who has received a failing result must repeat the entire examination.

## The Successful Diplomate

Diplomates who successfully complete all components of the **AOC-PS®** Program, including successful completion of the Examination, will be **sent a new certificate at the end of the ten-year cycle before expiration of the existing certificate**. The **AOC-PS®** certificate indicates that the diplomate is maintaining certification in Plastic Surgery during a 10-year period and must continue to maintain certification to keep the certificate valid.

**The Board supplies basic identifying data on certified diplomates to the American Board of Medical Specialties (ABMS).** Each biographic entry shows the date of the individual's original certification in plastic surgery, and this listing will continue unchanged for those whose certification shows no expiration date. Upon completion of the **AOC-PS®** requirements, the Board will supply pertinent data to the ABMS so that the individual's biographic entry will show **AOC-PS®** participation as well as the original certification. Diplomates whose certificates bear an expiration date will have their biographic listings retained in the publications of the ABMS only if they have completed the **AOC-PS®** program requirements within the prescribed time limit. As noted below, diplomates holding lifetime certificates will remain listed with ABMS as an unlimited primary certificate. **The Board also informs the major plastic surgery specialty societies of successful completion of the AOC-PS® examination. The names of the successful individuals are listed in the Board's Annual Newsletter to diplomates.**

## **MOC-PS® Certificates (Time-limited and Lifetime)**

The Board approved revisions to the current MOC-PS certificate after careful consideration of the feedback received from diplomates. The certificates will now display the initial dates of certification and all subsequent MOC-PS renewal dates effective in 2014. Additional MOC-PS certificates may be ordered for those already issued by submitting a written request to the Board Office with the applicable fee according to the current fee schedule.

Diplomates with **time-limited certificates** (TLC), who successfully complete the **MOC-PS®** Program components, will be mailed a new certificate by December 1<sup>st</sup> (in year 10) prior to the expiration date of their current certificate. The certificate may expire before the expiration date listed on the certificate if the diplomate does not complete all components of the program in the specified time frame.

Diplomates with **expired time-limited certificates**, who complete the examination and other components after the expiration date of the current certificate, will be issued a new certificate upon successful completion of the examination with a new MOC renewal date and expiration date and the new ten-year cycle will begin. There will be a lapse in certification dates between the original certificate expiration date (12/31/xx) and the new MOC renewal date (4/1/xx).

Diplomates who hold **lifetime certificates** (LCH), who submit an application which is subsequently approved, will receive a letter stating they are participating in the **MOC-PS®** Program. The cognitive examination is required in year eight, nine **or** ten of the **MOC-PS®** cycle. A **MOC-PS®** certificate will be sent **upon successful completion of the MOC-PS® ten-year cycle**. The approval date of the original **MOC-PS®** Application will dictate the ten-year cycle start date.

Diplomates with **lifetime certificates** who voluntarily participate in the **MOC-PS®** Program will maintain their primary certificate independent of **MOC-PS®** activities. They will remain a diplomate of the Board and continue to be listed with ABMS.

### **The Unsuccessful Diplomate**

A passing grade on the cognitive component of the **MOC-PS®** Program will be derived using content-based (criterion-referenced) evaluation methods. It will be possible for all diplomates taking the examination to receive a passing grade. There is no limit to the number of times that a diplomate can take the cognitive component of **MOC-PS®**. If a Diplomate does not successfully complete the cognitive component before the expiration of the original certificate, the certificate will expire. A reapplication is required **every**

**three years** to continue admissibility to the examination. Fees for repeating the examination are the same as for the original examination.

### **Cancellation of an Examination**

Should The American Board of Plastic Surgery, Inc., in its sole discretion, cancel the Maintenance of Certification Examination, or as a result of events beyond its control be unable to administer the Maintenance of Certification Examination at the appointed date, time and location, or should the Board fail to conclude a diplomate's Maintenance of Certification Examination, the Board is not responsible for any expense the diplomate may have incurred in connection with the cancelled Maintenance of Certification Examination, nor for any expense the diplomate may incur for any subsequent Maintenance of Certification Examination.

### **Revocation of MOC-PS® Certificates**

Any certificate issued by the Board shall be subject to revocation at any time if the Board, in its judgment, determines that a diplomate was not properly qualified to receive it or has become disqualified since its receipt. The diplomate shall be advised if revocation of certification is contemplated and shall be given an opportunity to reply to allegations bringing about such action according to the procedures of the Board.

The Board may revoke the **MOC-PS®** certificate of any diplomate who, after opportunity for full and fair hearing by the medical staff or other appropriate body of a hospital, state or county medical society, government licensing body, professional specialty society or a court of law, has been found guilty of or pleaded guilty to a felony, professional incompetence, professional misconduct, unethical conduct or harmful, deceptive, or fraudulent advertising. **Refer to the ABPS Code of Ethics and Discipline Policy found on the Board's website.**

The Board shall have the jurisdiction and right to determine whether or not the evidence and information placed before it is sufficient to constitute grounds for the revocation of any **MOC-PS®** certificate issued by the Board. The diplomate will be provided the Appeals Policy of the Board, and the Policy will be observed in pursuing resolution of the issues placed before the Board. Each **MOC-PS®** certificate issued by the Board shall be subject to revocation in the event that the physician certified shall have made any misstatement of material fact, or failed to make any statement of material fact, in the application for such **MOC-PS®** certificate or in any other statement or representation to the corporation or its representatives or shall have otherwise acquired the **MOC-PS®** certificate by deception. Upon revocation, the **MOC-PS®** certificate shall be surrendered and returned to the Board Office. **Certificates revoked by the Board are listed in the Annual Newsletter to Diplomates and reported to ABMS and ASPS.**



AOC-PS®

# Board Policies and Reference Tables



## **2014-2015 OFFICERS**

CHARLES H. M. THORNE, M.D., Chair

SHERI SLEZAK, M.D., Chair-Elect

DONALD R. MACKAY, M.D., Vice-Chair

JAMES CHANG, M.D., Secretary-Treasurer

## **EXECUTIVE DIRECTOR**

R. BARRETT NOONE, M.D., Philadelphia, PA

## **2014-2015 DIRECTORS**

KEVIN E. BEHRNS, M.D.	Gainesville, FL
PAUL S. CEDERNA, M.D.	Ann Arbor, MI
JAMES CHANG, M.D.	Stanford, CA
LAWRENCE B. COLEN, M.D.	Norfolk, VA
JOSEPH J. DISA, M.D.	New York, NY
JAMES C. GROTTING, M.D.	Birmingham, AL
JULIANA HANSEN, M.D.	Portland, OR
ROBERT J. HAVLIK, M.D.	Indianapolis, IN
MARY JO IOZZIO, Ph.D.	Chestnut Hill, MA
JEFFREY M. KENKEL, M.D.	Dallas, TX
WILLIAM M. KUZON, JR., M.D., PhD	Ann Arbor, MI
JOSEPH E. LOSEE, M.D.	Pittsburgh, PA
DONALD R. MACKAY, M.D.	Hershey, PA
MICHAEL F. MCGUIRE, M.D.	Santa Monica, CA
MICHAEL J. MILLER, M.D.	Columbus, OH
DAVID T. J. NETSCHER, M.D.	Houston, TX
WILLIAM C. PEDERSON, M.D.	San Antonio, TX
DAVID B. SARWER, M.D.	Philadelphia, PA
JOSEPH M. SERLETTI, M.D.	Philadelphia, PA
SHERI SLEZAK, M.D.	Baltimore, MD
CHARLES H. M. THORNE, M.D.	New York, NY
CHARLES N. VERHEYDEN, M.D.	Temple, TX

## **HISTORIAN**

DAVID T. J. NETSCHER, M.D.	Houston, TX
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## 2014-2015 Maintenance of Certification Program (AOC-PS®) Committee

Donald R. Mackay, M.D., Chair

Paul S. Cederna, M.D.  
James Chang, M.D.  
Joseph J. Disa, M.D.  
James C. Grotting, M.D.  
Juliana Hansen, M.D.  
Mary Jo Iozzio, Ph.D.  
Jeffrey M. Kenkel, M.D.  
Donald R. Mackay, M.D., Chair

Michael F. McGuire, M.D.  
Michael J. Miller, M.D.  
R. Barrett Noone, M.D.  
William C. Pederson, M.D.  
David B. Sarwer, Ph.D.  
Sheri Slezak, M.D.  
Charles H. M. Thorne, M.D.

### Advisory Council Members

The members listed below were nominated from the American Association of Plastic Surgeons (AAPS), the American Society of Plastic Surgeons (ASPS), the American Society for Aesthetic Plastic Surgery (ASAPS), the American Association for Hand Surgery (AAHS), the American Society for Surgery of the Hand (ASSH), the American Society of Maxillofacial Surgeons (ASMS), the American Society for Reconstructive Microsurgery (ASRM) and the American Society of Craniofacial Surgery (ASCFS).

#### Comprehensive Plastic Surgery

Charles E. Butler, M.D. (AAPS)  
Michael F. McGuire, M.D. (ABPS), Chair  
Steven L. Moran, M.D. (ASRM)  
Deepak Narayan, M.D. (AAPS)  
Sheri Slezak, M.D. (ABPS)  
David H. Song, M.D. (ASPS)

#### Craniomaxillofacial Surgery

Steven R. Buchman, M.D. (ASPS)  
Kant Y-K. Lin, M.D. (ASCFS)  
Joseph E. Losee, M.D. (ABPS)  
Donald R. Mackay, M.D. (ABPS), Chair  
Henry C. Vasconez, M.D. (ASMS)

#### Cosmetic Surgery

Al S. Aly, M.D. (ASAPS)  
James C. Grotting, M.D. (ABPS)  
Jeffrey M. Kenkel, M.D. (ABPS), Chair  
Anne Taylor, M.D. (ASPS)  
James E. Zins, M.D. (ASAPS)

#### Hand Surgery

James Chang, M.D. (ABPS), Chair  
Matthew J. Concannon, M.D. (ASPS)  
Michael W. Neumeister, M.D. (AAHS)  
Scott N. Oishi, M.D. (ASSH)  
William C. Pederson, M.D. (ABPS)

R. Barrett Noone, M.D., Executive Director, is an Ex-Officio member of each council.

### Board Staff

Theresa M. Cullison, RN, MSN	Administrator
Maria K. D'Angelo	AOC-PS® Program Coordinator
Gwen A. Hanuscin	Examination and Projects Coordinator
Melissa A. Karch	Test Development Manager/Examination Editor
Melissa M. Rinnier	Oral Examination Coordinator
Julia A. Winter	Administrative Assistant/Credentialing Specialist

## **Sponsoring Organizations of The American Board of Plastic Surgery, Inc.**

Aesthetic Surgery Education and Research Foundation (**ASERF**)

American Council of Academic Plastic Surgeons (**ACAPS**)

The American Association for Hand Surgery (**AAHS**)

American Association of Pediatric Plastic Surgeons (**AAPPS**)

American Association of Plastic Surgeons (**AAPS**)

The American Burn Association (**ABA**)

American Cleft Palate-Craniofacial Association (**ACPA**)

American College of Surgeons (**ACS**)

American Society for the Peripheral Nerve (**ASPN**)

American Society for Aesthetic Plastic Surgery, Inc. (**ASAPS**)

The American Society for Craniofacial Surgery (**ASCFS**)

American Society for Reconstructive Microsurgery (**ASRM**)

American Society for Surgery of the Hand (**ASSH**)

American Society of Maxillofacial Surgeons (**ASMS**)

American Society of Plastic Surgeons, Inc. (**ASPS**)

American Surgical Association (**ASA**)

Canadian Society of Plastic Surgeons (**CSPS**)

The Council on State Affairs

Plastic Surgery Research Council (**PSRC**)

Plastic Surgery Foundation (**PSF**)

American Head & Neck Society (**AHNS**)

## **Mission Statement**

The Mission of The American Board of Plastic Surgery, Inc. is to promote safe, ethical, efficacious plastic surgery to the public by maintaining high standards for the education, examination, certification and maintenance of certification of plastic surgeons as specialists and subspecialists.

## **Purpose**

The purpose of this Booklet of Information is to describe the Board's Maintenance of Certification Program application process and the knowledge-based (cognitive) examination. This Booklet of Information supersedes all previously published information of the Board covering requirements, policies and procedures and may be modified at any time.

## **The Board approved **MOC-PS**<sup>®</sup> for the following reasons:**

1. To uphold the mission of the Board to promote safe, ethical, efficacious plastic surgery to the public.
2. To provide diplomates who hold a ten year time-limited certificate an opportunity to renew certification.
3. To remain in the mainstream of contemporary medicine and join with the other Member Boards of the American Board of Medical Specialties (ABMS).
4. To provide a process by which all diplomates of the Board may comply with state licensure requirements and those of other organizations such as hospitals, HMOs and other third party payers.

## **Who needs **MOC-PS**<sup>®</sup>?**

1. Maintenance of Certification (**MOC-PS**<sup>®</sup>) is offered to all diplomates who voluntarily seek evidence of their continuing qualifications in the specialty of plastic surgery. ABPS is one of the 24 member boards of the American Board of Medical Specialties offering an MOC Program. The **MOC-PS**<sup>®</sup> Program replaced Recertification in Plastic Surgery effective 2007. Diplomates certified in 1995 and after, who hold a 10-year time limited certificate, are required to participate in the **MOC-PS**<sup>®</sup> Program to renew certification.
2. Directors, Advisory Council Members, Examiners of the Board and MOC-approved course instructors are required to participate in **MOC-PS**<sup>®</sup>.
3. The Board of Directors of ASPS, PSF, ASAPS, AAPS, and all Program Directors are strongly encouraged to participate.
4. Diplomates certified in 1994 or earlier who hold a lifetime certificate and who, although not required to participate in **MOC-PS**<sup>®</sup>, may desire to show evidence of continued assessment in plastic surgery by participating voluntarily in the program.

## Board Office Policies and Reminders

- The Board Office is unable to verify receipt or completeness of materials by telephone.
- Diplomates with incomplete materials will be notified via email.
- Incorrect or incomplete submissions (document uploads) may result in a Missing Items Penalty Fee.
- Change in address, telephone number, email, etc. must be updated on the Board's website. Diplomates must log in and click "My Profile."
- The Board Office is unable to accept faxed or emailed documents in lieu of required uploads to the Application, Reply Form or **MOC-PS**<sup>®</sup> Activities. If you need assistance, send an email to [staff@abplsurg.org](mailto:staff@abplsurg.org) or call the Board Office.
- Payment is accepted only by credit card – VISA, Master Card, or American Express.
- Reissue of Board letters or documents requires a photocopying fee if unable to print from Physician Profile on Board's website.
- Note all Board deadline dates carefully to avoid penalties or exclusion from examination.
- Stay current on all Board requirements via the Board's website.
- Log in to the Board's website to review your **MOC-PS**<sup>®</sup> Tracking page.

## Web-based Services

The Board's web-based services for the **MOC-PS**<sup>®</sup> processes include:

- Customized Physician Profile with online tracking of **MOC-PS**<sup>®</sup> requirements, status and deadline dates.
- Submission of change of address and questions to the Board.
- Downloadable reference documents, approval letters, result letters and scheduling permits.
- Online submission of application, reply form, peer review and **MOC-PS**<sup>®</sup> Activities.
- Notification of examination results.
- Practice Assessment in Plastic Surgery (PA-PS) modules.
- Payment by credit card.
- Payment history for **MOC-PS**<sup>®</sup> Annual Contribution.
- Confirmation of Participation documents and ABMS StarMark Logo available once the **MOC-PS**<sup>®</sup> requirements are met each year.
- Consumer Look-up feature "Is Your Surgeon Certified?" to verify physician certification and **MOC-PS**<sup>®</sup> participation status.

## Consequences of not completing the MOC-PS® requirements

- **Late Fee:** PA-PS modules finalized after December 1<sup>st</sup> require a Late Penalty Fee. Help the Board avoid charging this fee by finalizing by December 1<sup>st</sup>!
- **MOC-PS® Status - “Not Current”:** The Board will report the diplomate’s MOC Participation status as “Not Current” to consumers and to ABMS if the diplomate is six months overdue on one or more MOC-PS® requirements.
- **450 CME credits** for the 10 year period must be submitted. Those who do not submit 150 credits in years 3 and 6 of the 10 year MOC cycle must document 450 total CME credits by year 9.
- **All past due fees, including the Annual MOC Contribution, and requirements must be complete for approval of the MOC-PS® Examination Application.**

## Consequences for Time-Limited Certificate holders who do not complete all MOC-PS® requirements by year 10 of the certification cycle\*

The components of MOC-PS® must be completed in the required time frame as outlined in the beginning of this booklet. If the components are not completed in the required time frame, following appropriate notification from the Board, then the following will occur:

- The MOC-PS® Examination Application will not be approved
- **Certification will expire.** All MOC requirements must be satisfied in order to take the MOC-PS® Cognitive Examination to renew primary certification.
- Expired certification will be reported in the Consumer Search on the Board’s website.
- Notification to ABMS and removal from database of certified diplomates.
- Notification to the Board’s Sponsoring Organizations and major plastic surgery societies.

\*Diplomates with certificates that expired prior to the MOC program requirements who wish to enter the MOC Program must complete a Part IV practice assessment tracer module in addition to the application, examination and required fees.

## Help the Board avoid imposing Penalties

- Frequent email reminders will be sent. Keep your email address current.

Contact the Board at [staff@abplsurg.org](mailto:staff@abplsurg.org) with questions regarding MOC-PS®.

## **Rules and Regulations**

The Board at its sole discretion may adopt such further rules and regulations governing requirements for the **AOC-PS**<sup>®</sup> Program, issuance of certificates, and notice of **AOC-PS**<sup>®</sup> as necessary.

All diplomates must comply with the current regulations in effect for the year in which the **AOC-PS**<sup>®</sup> Program and the cognitive examination is taken regardless of the time the **AOC-PS**<sup>®</sup> Application Material was approved. It is the responsibility of diplomates to seek information concerning the current requirements for **AOC-PS**<sup>®</sup> through the Board. The Board does not assume responsibility for notifying diplomates of changing requirements or the impending loss of admissibility to take an examination.

## **Decisions of the Board**

No Officer or Director of the Board is solely empowered to make decisions on the qualifications of any diplomate. Decisions are rendered only on the basis of completed Application Material submitted to the Board Office, the completion of such other requirements of the Board as may be published, and upon completion of the cognitive examination.

## **Request for Special Consideration or Review**

Diplomates who do not meet the established requirements and require a Committee review must send a detailed letter of request or letter of explanation, Credentials Review Fee as listed on the Fee Schedule, Curriculum Vitae and recommendation letters. Deadlines are as follows:

- ◆ Spring Meeting (deadline for receipt of all material and fees is February 1)
- ◆ Fall Meeting (deadline for receipt of all material and fees is September 1)

## **Appeals Process**

The Board has established a policy relative to resolution of questions or disagreements regarding its decisions on admissibility to examination, the form, content, administration or results of the Examination. If an individual has a concern in any of these areas, they should address a request in writing to the Board Office, and a copy of the Appeals Policy will be sent to that diplomate. The Appeals Policy is also available on the Board's website.

## **Substance Abuse or Chemical Dependency**

Diplomates with a history of abuse of a controlled substance or chemical dependency will not be admissible to any examination unless they present evidence satisfactory to the Board that they have successfully completed the program of treatment prescribed for their condition, and the Board is satisfied that they are currently free of such substance abuse or chemical dependency.

## **Irregularities**

The validity of scores on the examination is protected by every means available. The Board will not report a score which it has determined to be invalid, i.e., which does not represent a reasonable assessment of the Diplomat's knowledge or competence sampled by the examination. The performance of all Diplomates is monitored and may be analyzed for the purpose of detecting invalid scores.

Prometric<sup>®</sup> test center proctors supervise the examination to ensure that the examination is properly conducted. If evidence by observation or analysis suggests that a Diplomat's scores may be invalid because of irregular behavior, the Board will withhold those scores pending further investigation and the affected Diplomat will be notified. Examples of irregularities affecting the validity of scores would include (but not limited to) the following: 1) using notes; 2) sharing information or discussing the examination in progress; 3) copying answers from another Diplomat; 4) permitting one's answers to be copied; 5) or unauthorized possession, reproduction, or disclosure of examination questions or answers or other specific information regarding the content of the examination before, during, or after the examination. In such circumstances, upon analysis of all available information, the Board will make a determination as to the validity of the scores in question. If the Board determines that the scores are invalid, it will not release them, and notification of that determination may be made to legitimately interested third parties.

Diplomates or other persons who are directly implicated in an irregularity are subject to additional sanctions. For example, the Board may bar the persons permanently from all future examinations, terminate a Diplomat's participation in an ongoing examination, invalidate the results of the Diplomat's examination, withhold or revoke a certificate or take other appropriate action. Diplomates or other persons subject to additional sanctions will be provided with a written notice of the charges and an opportunity to respond to such charges in accordance with the reconsideration and appeal procedures established by the Board.

## **Inquiries as to Status**

The Board does not consider a diplomate's record to be in the public domain. When an inquiry is received regarding a diplomate's status with the Board, a general, but factual,

statement is provided which indicates the diplomate's status within the **MOC-PS**<sup>®</sup> Program. The Board will provide the date of the original certificate, whether or not it is still in effect, and whether the plastic surgeon is currently maintaining certification. ABMS reports only on the current status of certified diplomates and if they are participating in MOC. The Board provides this information only to individuals, organizations, and institutions with a reasonably valid "need to know" for professional reasons. Only written requests for verification of a diplomate's status in the **MOC-PS**<sup>®</sup> Program are accepted. A fee according to the current Fee Schedule will apply to all individuals who submit a request for written information on the status of a diplomate.

## **Certificates**

Certificates issued by the Board shall be in such form as the Directors determine. Certificates are signed by the Chair, Secretary-Treasurer and Executive Director of the Board and shall have placed upon them the official seal of the Board.

Certificates of the Board shall state that the holder has met the requirements of the Board and is certified by the Board as a medical specialist in plastic surgery and is entitled to be known as a **"diplomate of The American Board of Plastic Surgery, Inc."** Since 1995, certificates issued by the Board are dated and will be valid for ten years but subject to participation in the **MOC-PS**<sup>®</sup> Program. Certificates issued prior to 1995 are valid indefinitely.

The names of all diplomates will be submitted to the American Board of Medical Specialties (ABMS) for publication in its directory. Diplomates should notify the Board in advance if they do not wish to be listed.

Additional certificates are available upon written request. A fee according to the current Fee Schedule for each certificate ordered must be included with the request. The diplomate's name should be listed as it should appear on the certificate. Only medical degrees (e.g. M.D., D.O., D.M.D., and D.D.S.) verifiable by documents submitted during the application process and present in the diplomate's file can be listed.

## **Physicians with Special Circumstances**

The Board's policy for Physicians with Special Circumstances is located on the Board's website under the "Diplomates – MOC-PS Reference Documents" links. This policy allows diplomates with special circumstances to maintain their certification if they do not meet all of the requirements due to current state of practice or academic position held. Contact the Board Office at [staff@abplsurg.org](mailto:staff@abplsurg.org) or 215-587-9322 for further details. A formal request from the diplomate, outlining his or her current practice situation, must be received in the Board Office for consideration of approval by the Board's Executive Director.

## **Diplomates with Disabilities**

The Americans with Disabilities Act requires that all testing organizations have policies addressing diplomates with disabilities. The Board has an established policy available on the website. Diplomates who require an accommodation based on a disability must upload a written request and disability documentation with submission of the **MOC-PS®** Application. Diplomates previously approved for accommodations for the Written Examination for Primary Certification will not be required to re-submit disability documentation but should indicate on the online Application that special accommodations are requested.

## **When MOC-PS® Application Admissibility Expires**

An approved Application and successful completion of the examination will be required to re-enter the **MOC-PS®** program after the three years of admissibility to the examination expires (or if no application was received before the expiration of certification).

## **Re-entering the MOC-PS® Program with an Expired Certificate**

Completion of an Application and successful completion of the examination will be required to re-enter the **MOC-PS®** program as noted above. All outstanding **MOC-PS®** requirements, including the PA-PS Module required in years 3, 6 and 9 and the MOC Annual Contribution, must also be satisfied before the application will be approved. Penalties may be assessed depending on the outstanding requirements from the previous certification cycle. Access the **MOC-PS®** tracking page on the Board's website to complete overdue requirements and to submit the application. A new certificate will be mailed after successful completion of the cognitive examination. **There will be a gap in certification dates reported to consumers and credentialing agencies.**

## **Physician Quality Reporting System (PQRS - Medicare reimbursement)**

The Centers for Medicare and Medicaid Services (CMS) established a Physician Quality Reporting System (PQRS), including an incentive payment for eligible professionals who satisfactorily report data on quality measures for covered professional services furnished to Medicare beneficiaries.

The Board initially applied to participate in PQRS and was approved by CMS. However, additional MOC requirements for our diplomates to meet the incentive program requirements and additional cost for programming was weighed against a survey conducted to diplomates. The survey results demonstrated a low interest in the CMS MOC Incentive Program. Therefore, the Board voted not to participate.

Those who are interested in the PQRS reimbursement should contact the ASPS at [memserv@plasticsurgery.org](mailto:memserv@plasticsurgery.org) for additional information about the CECity Program.

## Requirements for the Maintenance of Certification Program

Four basic components for Maintenance of Certification were approved unanimously by all 24 member boards of the American Board of Medical Specialties (ABMS):

1. Evidence of professional standing (Part I MOC).
2. Evidence of a commitment to lifelong learning and involvement in periodic self-assessment (Part II MOC).
3. Evidence of cognitive expertise (Part III MOC).
4. Evidence of evaluation of performance in practice (Part IV MOC).

### Evaluation of the Six Competencies aligned with ABMS MOC-PS® Activities

COMPETENCY / COMPONENT	PROFESSIONAL STANDING	LIFELONG LEARNING / SELF-ASSESSMENT	COGNITIVE EXPERTISE	PRACTICE PERFORMANCE ASSESSMENT
1. MEDICAL KNOWLEDGE	Peer Review	Peer Review Continuing Medical Education	Secure exam	Continuing Medical Education course or article related to tracer procedure modules
2. PATIENT CARE AND PROCEDURAL SKILLS	Patient Experience of Care* Peer Review	Tracer procedure modules	Exam performance Peer Review	Patient Experience of Care* Benchmarking of case performance against peers
3. INTERPERSONAL SKILLS AND COMMUNICATION	Peer Review	Continuing Medical Education	Continuing Medical Education	Patient Experience of Care*
4. PROFESSIONAL STANDING	Peer Review Licensure Hospital privileges Society memberships	Peer Review	Peer Review	Peer Review
5. PRACTICE-BASED LEARNING AND IMPROVEMENT	Peer Review	Tracer procedure modules	Tracer procedure modules	Tracer procedure modules Benchmarking
6. SYSTEMS-BASED PRACTICE	Peer Review	Peer Review Tracer procedure modules Benchmarking	Tracer procedure modules Benchmarking	Peer Review Patient Experience of Care* Tracer procedure modules Benchmarking

\*NOTE: The Patient Experience of Care Survey is currently in development.

WHAT IS REQUIRED FOR ~~AOC-PS~~ <sup>PA-PS</sup>? (10 Year Cycle)

COMPONENTS	ASSESSMENT METHODS	FREQUENCY
<p><b>PROFESSIONAL STANDING</b></p> <p><b>(PART I)</b></p>	<p>Unrestricted and valid state medical license</p> <p>Advertising Material</p> <p>Hospital privileges in plastic surgery</p> <p>Three Peer Review Forms</p> <p>Membership in a Sponsoring Organization of ABPS</p> <p>Accredited Outpatient Surgical Facilities</p>	<p>For Exam in Years 7, 8 <b>OR</b> 9 and for PA-PS in Years 3, 6 <b>and</b> 9</p>
<p><b>LIFE LONG LEARNING AND SELF-ASSESSMENT</b></p> <p><b>(PART II)</b></p>	<p>Continuing Medical Education - 150 CME hours in three years must include:</p> <p>60 hours in Category I</p> <p>50 hours in plastic surgery</p> <p>20 hours in patient safety</p> <p>Completion of one web-based Practice Assessment in Plastic Surgery educational module (PA-PS)</p>	<p>For Exam in Years 7, 8 <b>OR</b> 9 and for PA-PS Years 3, 6 <b>and</b> 9</p>
<p><b>COGNITIVE EXPERTISE</b></p> <p><b>(PART III)</b></p>	<p>Secure Examination</p>	<p>Every 10 years</p> <p>Can be taken in years 8, 9 <b>OR</b> 10</p>
<p><b>PRACTICE PERFORMANCE ASSESSMENT</b></p> <p><b>(PART IV)</b></p>	<p>Practice Assessment in Plastic Surgery (PA-PS) See Part II above</p> <p>Patient Satisfaction Survey (in process)</p>	<p>Years 3, 6 <b>and</b> 9</p> <p>Survey - To be determined</p>

**#0C-15® REFERENCE TABLE OF REQUIREMENTS BY YEAR CERTIFIED  
TIME-LIMITED CERTIFICATE HOLDERS (TLC)**

<b>YEAR CERTIFIED</b>	<b>Step I: PA-PS Module</b>	<b>Step II: Professional Standing Update</b>	<b>Application</b> (submission in year 7, 8 or 9)	<b>Cognitive Examination/ Computer Based Test</b> (secure exam)  (successful completion in year 8, 9 or 10)
Time-limited Certificate Holders listed by original certification year	<ul style="list-style-type: none"> <li>➤ Tracer Procedure</li> <li>➤ Benchmarking report</li> <li>➤ MOC CME activity</li> <li>➤ Action Plan</li> </ul>	<ul style="list-style-type: none"> <li>➤ State Medical License</li> <li>➤ Hospital Privileges</li> <li>➤ Peer Review</li> <li>➤ Society Membership</li> <li>➤ Accredited Surgical Facilities</li> <li>➤ 150 CME hours</li> <li>➤ Advertising material</li> </ul>		
	<b>Completed in years 3, 6 and 9</b>		<b>Completed once in 10 years</b>	
1995	2018, 2021, 2024		2022, 2023 or 2024	2023, 2024 or 2025
1996	2009, 2012, 2015		2013, 2014 or 2015	2014, 2015 or 2016
1997	2010, 2013, 2016		2014, 2015 or 2016	2015, 2016 or 2017
1998	2011, 2014, 2017		2015, 2016 or 2017	2016, 2017 or 2018
1999	2012, 2015, 2018		2016, 2017 or 2018	2017, 2018 or 2019
2000	2013, 2016, 2019		2017, 2018 or 2019	2018, 2019 or 2020
2001	2014, 2017, 2020		2018, 2019 or 2020	2019, 2020 or 2021
2002	2015, 2018, 2021		2019, 2020 or 2021	2020, 2021 or 2022
2003	2016, 2019, 2022		2020, 2021 or 2022	2021, 2022 or 2023
2004	2017, 2020, 2023		2021, 2022 or 2023	2022, 2023 or 2024
2005	2018, 2021, 2024		2022, 2023 or 2024	2023, 2024 or 2025
2006	2009, 2012, 2015		2013, 2014 or 2015	2014, 2015 or 2016
2007	2010, 2013, 2016		2014, 2015 or 2016	2015, 2016 or 2017
2008	2011, 2014, 2017		2015, 2016 or 2017	2016, 2017 or 2018
2009	2012, 2015, 2018		2016, 2017 or 2018	2017, 2018 or 2019
2010	2013, 2016, 2019		2017, 2018 or 2019	2018, 2019 or 2020
2011	2014, 2017, 2020		2018, 2019 or 2020	2019, 2020 or 2021
2012	2015, 2018, 2021		2019, 2020 or 2021	2020, 2021 or 2022
2013	2016, 2019, 2022		2020, 2021 or 2022	2021, 2022 or 2023
2014	2017, 2020, 2023		2021, 2022 or 2023	2022, 2023 or 2024
2015	2018, 2021, 2024		2022, 2023 or 2024	2023, 2024 or 2025

<b>ⓂⓄⓈ® REFERENCE TABLE OF REQUIREMENTS LIFETIME CERTIFICATE HOLDERS (LCH)</b>				
Year Passed Recertification or Year ⓂⓄⓈ® Application is Approved “starts the 10-year clock”	Step I: PA-PS Module	Step II: Professional Standing Update	Application	Cognitive Examination/ Computer Based Test (secure exam)  (successful completion in year 8, 9, or 10)
	<ul style="list-style-type: none"> <li>➤ Tracer Procedure</li> <li>➤ Benchmarking report</li> <li>➤ MOC CME activity</li> <li>➤ Action Plan</li> </ul>	<ul style="list-style-type: none"> <li>➤ State Medical License</li> <li>➤ Hospital Privileges</li> <li>➤ Peer Review</li> <li>➤ Society Membership</li> <li>➤ Accredited Surgical Facilities</li> <li>➤ 150 CME hours</li> <li>➤ Advertising material</li> </ul>	(submission in year 7, 8, or 9)	
<b>Completed in years 3, 6 and 9</b>				
2003		2016, 2019, 2022		2020, 2021 or 2022
2004		2017, 2020, 2023		2021, 2022 or 2023
2005		2018, 2021, 2024		2022, 2023 or 2024
2006		2009, 2012, 2015		2023, 2024 or 2025
2007		2010, 2013, 2016		2013, 2014 or 2015
2008		2011, 2014, 2017		2014, 2015 or 2016
2009		2012, 2015, 2018		2015, 2016 or 2017
2010		2013, 2016, 2019		2016, 2017 or 2018
2011		2014, 2017, 2020		2017, 2018 or 2019
2012		2015, 2018, 2021		2018, 2019 or 2020
2013		2016, 2019, 2022		2017, 2018 or 2019
2014		2017, 2020, 2023		2018, 2019 or 2020
2015		2018, 2021, 2024		2019, 2020 or 2021
2016		2019, 2022, 2025		2020, 2021 or 2022
				2021, 2022 or 2023
				2022, 2023 or 2024
				2023, 2024 or 2025
				2024, 2025 or 2026

## FEE SCHEDULE

The fees for the **AOC-PS®** Program are determined by the Board. The fees are set annually and may be adjusted at the discretion of the Board to cover the expenses of the **AOC-PS®** Program. Payment for all on-line processes must be by credit card. All fees are non-refundable and must be submitted in United States currency only. Foreign currencies, including Canadian, are unacceptable.

<b>ABPS ITEM</b>	<b>FEE</b>
<b>AOC-PS® Contribution</b>	<b>\$235.00</b>
<b>AOC-PS® Contribution Late Penalty Fee per year</b>	<b>\$100.00</b>
<b>AOC-PS® Activities Fee PA-PS Registration Fee for Tracer Procedure</b>	<b>\$285.00</b>
<b>PA-PS Late Penalty Fee if completed after 12/1</b>	<b>\$160.00</b>
<b>AOC-PS® Application Fee</b>	<b>\$445.00</b>
<b>AOC-PS® Application Late Penalty Fee</b>	<b>\$160.00</b>
<b>AOC-PS® Examination Fee</b>	<b>\$1,120.00</b>
<b>Late Penalty Fee for Exam Reply Form</b>	<b>\$540.00</b>
<b>Repeat Examination Fee</b>	<b>as above</b>

<b>ABPS ITEM</b>	<b>FEE</b>
<b>Withdrawal Fee</b> (\$580 is refunded with 30 days notice before exam)	<b>\$540.00</b>
<b>Missing Items Penalty Fee</b>	<b>\$120.00</b>
<b>AOC-PS® Program Committee Review Fee &amp; Ethics Review Fee</b>	<b>\$280.00</b>
<b>Informal Appeal Fee</b>	<b>\$800.00</b>
<b>Formal Appeal Fee</b>	<b>\$1,780.00</b>
<b>Additional Certificate Fee</b>	<b>\$145.00</b>
<b>Photocopying Fee</b>	<b>\$35.00</b>
<b>Verification of Status Fee</b>	<b>\$50.00</b>
<b>Administrative Penalty</b>	<b>\$250.00</b>

## General Timeline of MOC-PS® Program Requirements

10 YEAR CYCLE:	<b>MOC-PS® Annual Contribution required each year - submit online on the Board's website, <a href="http://www.abplsurg.org">www.abplsurg.org</a></b>
<b>YEAR 3</b>	<p><b>STEP 1:</b> Practice Assessment in Plastic Surgery (PA-PS) Module including: tracer procedure, benchmarking report, MOC-approved CME, action plan.</p> <p><b>STEP 2:</b> Professional Standing Update including CME report(s), medical license, hospital privileges, outpatient facility accreditation, advertising material, society membership and peer evaluations.</p>
<b>YEAR 6</b>	<b>STEPS 1 &amp; 2:</b> PA-PS Module & Professional Standing
<b>YEAR 7, 8 OR 9</b>	Examination Application
<b>YEAR 9</b>	<b>STEPS 1 &amp; 2:</b> PA-PS Module and Professional Standing
<b>YEAR 8, 9 OR 10</b>	<b>MOC-PS®</b> Computer Based Test (CBT)
<b>YEAR 10</b>	<b>MOC-PS®</b> Certificates mailed to those who successfully completed the 10-year cycle

The MOC Exam Study Guide offered by the Plastic Surgery Education Network (PSEN) is an excellent reference for exam preparation, [www.psenetwork.org](http://www.psenetwork.org).

The AMA awards 60 CME credits for successful completion of the MOC program. Additional information can be found on their website, [www.ama-assn.org/go/CMEforms](http://www.ama-assn.org/go/CMEforms).



**American Board of Plastic Surgery**  
**ABMS Maintenance of Certification**

*Certification Matters*



The registered trademark logo of the American Board of Plastic Surgery depicts Gaspare Tagliacozzi (1545-1599) of Bologna, considered to be the father of modern plastic surgery. His contributions are summarized in the treatise he authored in 1597, "De Curtorum Chirurgia per Insectionem." The founding year of the Board, 1937, is included on the Logo. **The Board's trademarked logo is not permitted for use on diplomate or candidate websites.**



## **American Board of Plastic Surgery** **ABMS Maintenance of Certification™**

*Certification Matters*

The ABMS ~~AOC-PS~~<sup>®</sup> StarMark<sup>®</sup> logo is permitted for use by diplomates who are participating in the Maintenance of Certification Program and are current with the annual requirements.



**Member Board of ABMS: The Power of 24**