

The American Board of Plastic Surgery, Inc.®



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

**2018 MOC-PS Examination Application
due September 1, 2017**

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Important Dates and Deadlines for the 2018 MOC-PS® Examination

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

January 2017	Online MOC Application available on the Board's website
April 15, 2017	Deadline - MOC-PS Annual Contribution – payment accepted by credit card only via Board's website
September 1, 2017	Deadline - Application: a) Online Application finalized with required documentation uploaded b) Application fee payment by credit card only
September 2 – 8, 2017	Late Deadline Period - Application: a) Online Application finalized with required documentation uploaded b) Application fee payment by credit card only c) Late fee payment by credit card only
	The Board's website is closed to applications after the late deadline
December 1, 2017	Available on MOC-PS Tracking page a) Application Approval letters with Preferred Module Selection b) Announcement Information/online Reply Form
January 16, 2018	Deadline - Reply Form: a) Online Reply Form finalized with required documentation uploaded b) Examination fee payment by credit card only
January 17 – 23, 2018	Late Deadline Period - Reply Form: a) Online Reply Form finalized with required documentation uploaded b) Examination fee payment by credit card only c) Late fee payment by credit card only
March 1, 2018	Scheduling Permits posted to MOC-PS Tracking page
April 1 – 30, 2018 (one day)	MOC-PS Program Computer Based Test (CBT) administered at Prometric® Test Centers throughout the United States, Canada and Puerto Rico
End of June	Result letters mailed from Board Office and posted to MOC-PS Tracking page
December 1	MOC-PS Certificates mailed from Board Office prior to original certificate expiration date. Diplomates must be current on all MOC-PS requirements.

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 reporting on the Board's website.

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MOC-PS

Preliminary Reference Information

This Booklet provides information for the

2018 MOC-PS Exam Application Process
due September 1, 2017



Target Audience

2018 MOC-PS Examination Application audience:

Time-limited Certificate Holders – diplomates with certificate expiration dates in 2018, 2019 or 2020.

Lifetime Certificate Holders – diplomates voluntarily participating in MOC who entered the MOC program in 2008*, 2009 or 2010 with MOC expiration dates in 2018, 2019 or 2020. 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, 2017.

*2017 is the final year to complete the MOC Examination Application in order to be eligible for the 2018 examination for those diplomates with a certificate expiration date on December 31, 2018.

➤ **Log in to the Board’s website, www.abplasticsurgery.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 (e.g. office) reported in the Public Search results available on the Board’s homepage through the “Is Your Plastic Surgeon ABPS Board Certified?” link**

➤ **Contact the Board Office at staff@abplasticsurgery.org with questions**

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 and complete online processes.

Log in to the Board's website:

-  Go to www.abplasticsurgery.org.
-  Click Login in the top right corner of the home page and enter your username and password.
-  Unless previously customized, your username is your six-digit Board ID number and your password is your last name with the first letter capitalized (e.g. Smith).
-  You may 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, for Board correspondence
-  address and telephone number for reporting to the public (optional)
-  username or password
-  retired status and effective date

The Board Office will send 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@abplasticsurgery.org to verify and update if necessary.

MOC-PS Annual Contribution

The MOC-PS Annual Contribution is necessary to run the Board Office MOC support and develop and maintain infrastructure. 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 fee may be assessed if the Annual Contribution remains unpaid by the end of the calendar year. *Note: The Board is a nonprofit organization, IRS 401(c)(6), and the fees of diplomates are used solely for defraying the actual expenses of the Board. ABPS does not engage in lobbying activities. The Directors of the Board serve without remuneration.***

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 to view the ABMS public website.



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

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@abplasticsurgery.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 (M-F 9:00am – 5:00pm CST).

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

“Is Your Plastic Surgeon ABPS Board Certified?”- Public Search Tool

The link to the public search tool on the Board’s website is available on the home page. This tool allows consumers and credentialing specialists 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 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 Participation – Consumer Search Enhancement

The Board reports MOC participation status for each diplomate through the “Is Your Plastic Surgeon ABPS Board 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.

Reporting Medical License Actions

In keeping with the Board’s mission to: promote safe, ethical, efficacious plastic surgery to the public, the Board will report confirmed medical license actions on the consumer verification site, “Is Your Plastic Surgeon ABPS Board Certified?” Details of how actions will be listed are included below.

Email the Board Office at staff@abplasticsurgerv.org if there are any discrepancies.

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

Certification Status Definitions	
CERTIFIED	Diplomate has met the Board's residency training requirements in an accredited institution in the U.S. or Canada. Diplomate successfully completed both written and oral plastic surgery examinations to achieve ABPS Board certification.
EXPIRED	Certification has lapsed. The diplomate has not met the requirements to continue certification.
RETIRED	Diplomate is no longer in the active practice of plastic surgery.
REVOKED	Certification is no longer valid due to failure by the diplomate to maintain required standards.
SUSPENDED	Certification is suspended due to suspension of medical license by a state medical board. Length of certificate suspension is concurrent with medical license suspension
LICENSE ACTION	A State Medical Board has taken disciplinary action against the diplomate's medical license. Contact the individual state medical board for details via the Federation of State Medical Boards (FSMB) service, www.docinfo.org .
MOC-PS Participation Status Definitions	
<i>Required</i>	Diplomates certified in 1995 or after are required to participate in the MOC-PS Program.
<i>Voluntary</i>	Diplomates certified prior to 1995 may voluntarily participate. 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. Lifetime certificate holders who have not submitted the MOC Application or who have not successfully taken the Recertification Examination. Diplomates in this category will have no MOC status reported - the 4th column in the public search results will be blank.
<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.**

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



2018 MOC-PS Examination Application

Submission by September 1, 2017

Certification expiration year → Application submission

2018 → ~~2015~~, ~~2016~~, OR 2017

2019 → ~~2016~~, 2017, OR 2018

2020 → 2017, 2018 OR 2019



2018 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 2018 MOC Application is approved, diplomates are admissible
to the following exams: April 1 to April 30, 2018, 2019, 2020

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 16, 2018**. 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 question of current practices.
- ❖ **Society Membership:** List Membership in one of the 20 sponsoring organizations of the Board if applicable. Refer to the list in this booklet and also on the application.
- ❖ **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, ASAPS reports or individual certificates.

Summary of documentation requirements:

- ❖ **Application:** Submitted online.
- ❖ **State Medical License:** A diplomate is required to have a current, valid, full and unrestricted license to practice medicine which is not the current subject of any disciplinary action or sanction in a state, territory, or possession of the United States or in a Canadian province, where the diplomate is practicing. **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, full and 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.** Diplomates 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 the 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). **Chief positions at 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 **from the accrediting body** 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 IV sedation or general anesthetic is performed in an accredited center.**
 - ♦ **Documentation is not required for hospital-based surgical centers accredited by the Joint Commission but the outpatient facilities must be identified on the application and the affiliated hospital indicated.**
- ❖ **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 2018 Examination are required to upload documentation from a CME Provider of 150 hours of CMEs completed between the period starting **January 1, 2014 and ending September 1, 2017**. The flexibility of more than three years is offered to assist those completing the application early in the year. **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) or the American Society for Aesthetic Plastic Surgery (ASAPS) 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 society's online service to track CME credits can transfer their CME files from the ASPS website. Refer to the online instructions on the Board's website.

- A self-reported summary of CME activities may be entered in the MOC-PS Application. **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.
- Patient Safety Credits must be identified on the certificates or CME provider report to be accepted. If needed, patient safety CME resources are listed on the Board's website under the Diplomates section of the home page. Refer to the Board's policy for the Acceptance of Patient Safety CME Credits also available on the Board's website.

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



MOC-PS

AND

The Hand Surgery Examination (HSE)



**Diplomates who hold the Hand Subspecialty Certificate (HSC) through
the ABPS, ABS or ABOS**

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

- ❖ Diplomates completing the Hand Surgery Examination (HSE) may use that test in lieu of taking the Primary Plastic Surgery Maintenance of Certification Examination.
- ❖ The HSE for Recertification will satisfy the MOC Cognitive Examination requirement **if successfully completed within the current MOC 10-year cycle.**
- ❖ The HSE for Initial Certification 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.
- ❖ The HSC for Initial Certification or Recertification can be obtained through ABPS, ABS or ABOS.
- ❖ Diplomates must indicate their intention to synchronize the two processes on the MOC and HSE Applications. **Both application processes must be completed.**
- ❖ The HSE for Recertification can be taken within four years prior to the expiration date on the hand subspecialty certificate.
- ❖ ABPS diplomates initially certified in Hand Surgery by the ABS or ABOS may choose to recertify their HSC through the ABPS. Contact the Board Office for an application.

EXAMPLE

PRIMARY CERTIFICATE OBTAINED	PRIMARY EXP. DATE	HAND SUBSPECIALTY CERTIFICATE OBTAINED	HAND SUBSPECIALTY CERTIFICATE EXP. DATE	COMPLETED RECERTIFICATION HAND SURGERY EXAM	NEW PRIMARY MOC-PS® EXP. DATE	NEW HAND SUBSPECIALTY CERTIFICATE EXP. DATE
2008	2018	2009	2019	2016, 2017 or 2018	2028	2029



Registration, Approval and Preparation for the MOC-PS Examination

**Application Approval Letters and Reply Forms
Available on December 1st**

Reply Form due by January 16, 2018

Certification year → Examination Opportunity

2008 → ~~2016~~, ~~2017~~ OR 2018

2009 → ~~2017~~, 2018 OR 2019

2020 → 2018, 2019 OR 2020



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 MOC-PS Examination for three years. Diplomates are granted **one opportunity per year** to take the MOC-PS Examination.

The items listed below must be submitted online by **January 16, 2018** in order to be registered for the 2018 examination. A late fee of \$250.00 is required if submitted starting January 17th up to and including the close of the business day on January 23rd. The Reply Form and other required material will not be available for submission after **January 23rd**. 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 state medical licenses. A valid and unrestricted medical license is required for application approval and admissibility to the MOC Examination. (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 PDF files.

All 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:

- 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.**
- Confirmation 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.
- Currently dated within 3 months of submission to the Board and/or the dates of appointment (e.g. January 1, 2017 – January 1, 2019) listed. Hospital privileges must be **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 an examination appointment at a Prometric® Test Center.

The scheduling permit and photographic identification are both required for admittance to the examination.

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 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.

Scheduling an Examination Appointment

Diplomates should contact Prometric® immediately upon receipt of the Scheduling Permit to make an examination appointment. **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:

-  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
-  Save your email confirmation

Preparation for the MOC-PS Examination

1. MOC-PS Exam Study Guide from ASPS

The MOC-PS Study Guide produced by ASPS/Plastic Surgery Education Network (PSEN) is an excellent reference for exam preparation. Single modules corresponding to your examination module are available. 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/OnlineCourses/SelfAssessments. 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. A selection of CME article questions published in recent years and appropriate for the MOC-PS Examination are included in the potential item bank for the MOC-PS Examination and on the MOC-PS 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.abplasticsurgery.org in the Diplomates/MOC Program 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 an 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, 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.
- Diplomates may bring soft earplugs (new in package) or use the test center-supplied headphones.

Examination Schedule (Three Hours and 20 minutes)

The MOC-PS 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 1st** (at least 30 calendar days before the **first** date of the examination period which is April 1st). 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 Examination

**MOC-PS Computer-Based Test
in Year 8, 9 OR 10 of the 10-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 10 of the 10-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) and the *Aesthetic Surgery Journal* (ASJ) in recent years.

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 or one of the **specialty** examination modules. The specialty modules are **Cosmetic Surgery**, **Craniomaxillofacial Surgery** and **Hand Surgery**. Each examination contains a Core Module with 50 questions on the core topics of plastic surgery practice.

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 cannot be used for other purposes without explicit permission. The Board reserves all other rights. The Board appreciates the cooperation of the Plastic Surgery Foundation for granting permission for use of In-Service test items and the journal, *Plastic and Reconstructive Surgery* (PRS) and *Aesthetic Surgery Journal* (ASJ) for use of CME Journal items for the MOC-PS 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® Test Center issues are handled on site with final approval by the Board.



MOC-PS Examination Results

Available by June 2018



Result Letters – Pass and Fail

Result Letters (pass or fail) of the MOC-PS Examination will be posted on the diplomate's MOC-PS tracking page for download on the Board's website by the end of June. An email notification will be sent. 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.

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 MOC-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 MOC-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 individual's certification in plastic surgery, and this listing will continue unchanged for those whose certification shows no expiration date. Upon completion of the MOC-PS requirements, the Board will supply pertinent data to the ABMS so that the individual's biographic entry will also show MOC-PS participation. 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 MOC-PS program requirements within the prescribed time limit. **The Board also informs the major plastic surgery specialty societies of successful completion of the MOC-PS examination. The names of the successful individuals are listed in the Board's Annual Newsletter to diplomates.**

The American Medical Association (AMA) Physician's Recognition Award offers 60 Category I CME credits for the successful completion of MOC-PS. Contact the AMA at www.ama-assn.org/go/cmeforms for details.

MOC-PS Certificates (Time-limited and Lifetime)

The Board approved revisions to the MOC-PS certificate after careful consideration of the feedback received from diplomates. Effective in 2014, the certificates will display the initial dates of certification and all subsequent MOC-PS renewal dates. Additionally, effective in 2016, the Board is working with a new vendor for all Board certificates. Certificates will include color and a larger format. Diplomates who wish to order additional MOC-PS certificates for those already issued may do so by submitting a written request to the Board Office with the applicable fee according to the current fee schedule.

Diplomates with **time-limited certificates**, who successfully complete the MOC-PS Program components, will be mailed a new certificate by December 1st (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 successfully complete the examination and all other required program components after the expiration date of the current certificate, will be issued a new certificate with a new MOC renewal date and expiration date and the new 10-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**, 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 10-year cycle**. The approval date of the original MOC-PS Application will dictate the 10-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 examination 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 or Suspension of MOC-PS Certificates

A diplomate is required to have a current, valid, full and unrestricted license which is not the current subject of any disciplinary action or sanction including, but not limited to, revocation, suspension, reprimand, qualification or other sanctions.

A diplomate of the Board may be subject to disciplinary action including revocation and suspension if, at any time, the Board determines, in its sole judgment, that the diplomate holding the certificate was not properly qualified to receive it, or for just and sufficient reason, including, but not limited to:

1. Conviction of a felony;
2. The diplomate misrepresented his or her status with regard to Board Certification, including any misstatement of fact about being Board Certified in any specialty or subspecialty;
3. The diplomate engaged in conduct resulting in discipline by any medical licensing authority;
4. The diplomate engaged in conduct resulting in the expulsion, suspension, disqualification or other limitation from membership in a local, regional, national or other organization of his or her professional peers;
5. Resignation from any organization while under investigation.

Beginning in 2016, the Board will list the suspension or revocation of any ABPS certificate. In addition, if the Board can substantiate a state action on a medical license, that action will be listed under the certificate status in the consumer verification of status program, "Is your plastic surgeon ABPS certified?", on the Board's website. Interested parties will be directed to the Federation of State Medical Boards website to obtain the details of the state's action.

The diplomate will be given written notice of the reasons for the Board's action by registered or certified mail to the last address that the holder has provided to the Board. Discipline is final upon the mailing of the notification. Individuals may appeal the decision

imposing discipline by complying with the Appeals Policy. Failure to make a timely appeal will result in a loss of appeal rights.

Should the circumstances that justified discipline be corrected, the Board may, at its discretion, reinstate the diplomate after appropriate review of the diplomate's licensure and performance. Written notification to the Board is required.

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.

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 or suspension of any MOC-PS certificate issued by the Board. The diplomate will be provided the Appeals Policy of the Board, and this policy will be observed in pursuing resolution of the issues placed before the Board.

Certificates revoked by the Board are listed in the Annual Newsletter to Diplomates and reported to ABMS and other relevant organizations.



Board Policies and Reference Information



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Keith E. Brandt, M.D.
Paul S. Cederna, M.D., Chair
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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

Jeffrey D. Friedman, M.D. (ASRM)
Jeffrey E. Janis, M.D. (AAPS)
Debra J. Johnson, M.D. (ABPS)
Raman Mahabir, M.D. (ASPS)
Steven L. Moran, M.D. (ASRM)
Deepak Narayan, M.D. (AAPS)
Julie E. Park, M.D. (ASPS)
David H. Song, M.D. (ABPS), Chair

Craniomaxillofacial Surgery

William Y. Hoffman, M.D. (ASMS)
Kant Y-K. Lin, M.D. (ASCFS)
Joseph E. Losee, M.D. (ABPS), Chair
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Francis A. Papay, M.D. (ASPS)
Peter J. Taub, M.D. (ASMS)

Cosmetic Surgery

Al S. Aly, M.D. (ASAPS)
Felmont F. Eaves, III, M.D. (ASAPS)
Heather J. Furnas, M.D. (ASPS)
James C. Grotting, M.D. (ABPS), Chair
Nolan Karp, M.D. (ASAPS)
Anne Taylor, M.D. (ASPS)
James E. Zins, M.D. (ABPS)

Hand Surgery

Matthew J. Concannon, M.D. (ASPS)
Jeffrey B. Friedrich, M.D. (ASSH)
Michael W. Neumeister, M.D. (ABPS)
Scott N. Oishi, M.D. (ASSH)
William C. Pederson, M.D. (ABPS), Chair
Anthony A. Smith, M.D. (AAHS)
Bradon J. Wilhelmi, M.D. (AAHS)

Keith E. Brandt, M.D., Executive Director is an Ex-Officio member of each council.

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Administrator
Administrative Assistant
MOC-PS Program and HSE Coordinator
Examination and Projects Coordinator
Oral Examination Coordinator
Test Development Manager/Examination Editor

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**)

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 for the following reasons:

1. To uphold the mission of the Board to promote safe, ethical, efficacious plastic surgery to the public.
2. To allow diplomates a mechanism to confirm their Lifelong commitment to Learning and Practice Improvement
3. To provide diplomates who hold a 10-year time-limited certificate an opportunity to renew certification.
4. To remain in the mainstream of contemporary medicine and join with the other Member Boards of the American Board of Medical Specialties (ABMS).
5. Certain State Medical Boards and some organizations will accept MOC participation as documentation of compliance with CME and other requirements. Contact your State Board or privileging hospital to determine what documentation they will accept.

Who needs MOC-PS?

Maintenance of Certification is offered to all diplomates who voluntarily seek evidence of their continuing qualifications in the specialty of plastic surgery. All 24 member boards of the American Board of Medical Specialties offer an MOC Program. The MOC-PS Program replaced Recertification in Plastic Surgery effective 2007.

1. Diplomates certified in 1995 and after, who hold a 10-year time limited certificate, are required to participate in the ABPS MOC 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.
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 may desire to show evidence of continued assessment in plastic surgery by participating voluntarily in the program.

Board Office Policies and Reminders

- Diplomates with incomplete materials will be notified via email.
- Incorrect or incomplete submissions (document uploads) may result in a Missing Items 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 Activities. If you need assistance, send an email to staff@abplasticsurgery.org or call the Board Office.
- Payment is accepted only by credit card – VISA, Master Card, or American Express.
- Note all Board deadline dates carefully to avoid penalties or exclusion from examination.
- Log in to the Board's website to review your MOC-PS Tracking page and stay current on all Board requirements

Web-based Services

The Board's web-based services for the MOC-PS processes include:

- Customized Physician Profile with online tracking of MOC-PS 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 Activities.
- Notification of examination results.
- Completion of MOC Activities, including Practice Assessment in Plastic Surgery (PA-PS) modules.
- Payment by credit card.
- Payment history for MOC-PS Annual Contribution.
- Annual Confirmation of Participation documents and ABMS StarMark Logo available once the MOC-PS requirements are met each year.
- Consumer Look-up feature "Is Your Plastic Surgeon ABPS Board Certified?" to verify physician certification and MOC-PS participation status.

Consequences of not completing the MOC-PS requirements

- **Late Fee:** PA-PS modules finalized after December 1st require a Late Fee. Help the Board avoid charging this fee by finalizing by December 1st!
- **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 requirement.
- **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 and requirements, including the Annual MOC Contribution, 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 Late Fees

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

Contact the Board at staff@abplasticsurgery.org with questions regarding MOC-PS.

Rules and Regulations

The Board at its sole discretion may change the requirements for the MOC-PS Program, issuance of certificates, and notice of MOC-PS requirements as necessary.

All diplomates must comply with the current regulations in effect for the year in which the MOC-PS Program and the cognitive examination is taken regardless of the time the MOC-PS Application Material was approved. It is the responsibility of diplomates to seek information concerning the current requirements for MOC-PS through the Board. The Board will make every effort to notify diplomates of changing MOC requirements, the impending loss of admissibility to take the MOC examination or expiration of certified status. To do this, the Board must have the diplomate's current contact information. Please log in to the Board's website annually to confirm your status and update your contact information if necessary via your physician profile

Decisions of the Board

No Officer or Director of the Board is solely empowered to make decisions on the qualifications of any diplomate. Decisions on certification status are rendered on the basis of completed Examination Application Materials submitted to the Board Office, the completion of all requirements of the Board as published, and upon successful 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 and administration of the MOC Examination, and the suspension and/or revocation of certificates. If an individual has a concern in any of these areas, it should be addressed in writing to the Board Office. A copy of the Appeals Policy, which is also available on the Board's website, will be sent to that diplomate. Note: Examination result decisions are final and not subject to appeal.

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 State Medical Board that they have successfully completed the program of treatment prescribed for their condition.

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[®] 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

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 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.

Certificates shall state that the holder has met the requirements 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 Program. Certificates issued prior to 1995 are valid indefinitely. Because certificates awarded prior to 1995 were not time-limited when granted, the Board has no mechanism or right to revoke the certificate if recertification is not obtained. The Board must adhere to the requirements in effect at the time of certification.

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 in the "About Us – Policies" section. This policy allows diplomates to maintain their certification if they do not meet all of the MOC requirements due to current state of practice, academic position held or retirement. Contact the Board Office at staff@abplasticsurgery.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 documentation of the disability 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 overdue within the certification cycle and during the years not certified, must all be satisfied before the application will be approved. Late fees 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.**

Re-entry to Surgical Practice

The ABPS supports the re-entry of surgeons to active surgical practice after a significant leave of absence (two or more years) and endorses guidelines for surgeons seeking to re-establish their clinical careers. The ABPS has developed a policy for Re-entry to Surgical Practice to assess the skill set of a returning physician and assist with their assimilation back into clinical practice.

Those diplomates who wish to re-enter practice after a leave of absence of two or more years should contact the Board Office for assistance.

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 performed in the last three years 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 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.

In year 8, 9 OR 10:

4. Successfully complete the 200-question computer based exam. This exam is offered in four modules (Comprehensive, Cosmetic, Craniomaxillofacial or Hand)
 - The MOC-PS Exam Study Guide produced by ASPS/Plastic Surgery Education Network (PSEN), available at www.psenetwork.org/OnlineCourses/SelfAssessments, is an excellent reference for exam preparation.

Please contact the Board Office if you have questions staff@abplasticsurgery.org

FEE SCHEDULE

The fees for the MOC-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 MOC-PS Program. Payment for all online 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.

ABPS ITEM	FEE
MOC-PS Contribution	\$235.00
MOC-PS Contribution Late Fee per year	\$100.00
PA-PS Activities Fee for Tracer Procedure	\$220.00
PA-PS Activities Late Fee if completed after 12/31	\$160.00
MOC-PS Application Fee	\$445.00
MOC-PS Application Late Fee	\$160.00
MOC-PS Examination Fee	\$1,120.00

ABPS ITEM	FEE
Late Fee for Exam Reply Form	\$250.00
Exam Withdrawal Fee ((\$580 is refunded with 30 days notice before exam))	\$540.00
MOC-PS Program Committee Review Fee & Ethics Review Fee	\$280.00
Informal Appeal Fee	\$800.00
Formal Appeal Fee	\$1,780.00
Additional Certificate Fee	\$145.00
Verification of Status Fee	\$50.00

General Timeline of MOC-PS Program Requirements

10 YEAR CYCLE:	MOC-PS Annual Contribution required each year - submit online on the Board's website, www.abplasticsurgery.org
YEAR 3	STEP 1: Practice Assessment in Plastic Surgery (PA-PS) Module including: tracer procedure, benchmarking report, MOC-approved CME, action plan. STEP 2: Professional Standing Update including CME report(s), medical license, hospital privileges, outpatient facility accreditation, advertising material, and peer evaluations.
YEAR 6	STEPS 1 & 2: PA-PS Module & Professional Standing
YEAR 7, 8 OR 9	Examination Application
YEAR 9	STEPS 1 & 2: PA-PS Module and Professional Standing
YEAR 8, 9 OR 10	MOC-PS Computer Based Test (CBT)
YEAR 10	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/Online Courses/SelfAssessments](http://www.psenetwork.org/OnlineCourses/SelfAssessments).

The AMA awards 60 CME credits for successful completion of the MOC program. Additional information can be found on the AMA website, www.ama-assn.org/go/CMEforms. Membership is not required.



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 Insitionem." 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 American Board of Medical Specialties MOC® StarMark logo is permitted for use by diplomates who are participating in the MOC-PS Program and are current with the annual requirements.



Member Board of ABMS: The Power of 24