

The American Board of Plastic Surgery, Inc.®



**MAINTENANCE OF CERTIFICATION®
IN PLASTIC SURGERY
(MOC-PS®)
ACTIVITIES BOOKLET OF INFORMATION**

2018 MOC-PS Activities due December 1, 2018

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Important Dates and Deadlines for the 2018 MOC-PS Activities

MOC Activities are required in years 3, 6 and 9 of the 10-year certification cycle

January 2018	2018 MOC-PS Activities available on the Board's website
April 16, 2018	MOC-PS Annual Contribution due – payment accepted by credit card only via Board's website
December 1, 2018	Deadline - 2018 MOC-PS Activities: a) PA-PS Tracer Procedure Log with payment by credit card only b) Benchmarking Report c) MOC-approved educational activity (MOC CME) d) Self-Evaluation for Improvement (Action Plan) e) Professional Standing Update
December 2 – 31, 2018	Late Deadline Period - 2018 MOC-PS Activities: a) PA-PS Tracer Procedure Log with payment by credit card only b) Benchmarking Report c) MOC-approved educational activity (MOC CME) d) Self-Evaluation for Improvement (Action Plan) e) Professional Standing Update f) Late fee by credit card only
December 1, 2018	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
- 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 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

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MOC-PS Preliminary Reference Information

This Booklet provides information for the

**MOC-PS Activities
due December 1, 2018**



Target Audience

2018 MOC-PS Activities audience:

Time-limited Certificate Holders – diplomates originally certified in 1999, 2002, 2005, 2009*, 2012 or 2015 with certificate expiration dates in 2019*, 2022 or 2025.

Lifetime Certificate Holders – diplomates voluntarily participating in MOC-PS who entered the program in 2009, 2012 or 2015.






The deadline for finalization of the MOC-PS Activities on the Board's website is December 1, 2018.

*Diplomates with a certificate expiration date in 2019 may complete both the Exam Application (if not completed in year 7 or 8) and MOC Activities in 2018 (Year 9). **Finalization of the online Exam Application will automatically satisfy and finalize the Professional Standing Update of the MOC Activities.** A Practice Assessment Module is still required.

Physician Profile and Log in





Update your contact information and stay current on MOC-PS requirements. Diplomates must log in to the Board's website to access their 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 information by clicking on "My Profile":

-  contact information including email address
-  public address and telephone number for consumers
-  username and/or password
-  retired status with 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 profile page.

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 cycle year, diplomates have the ability to download an annual MOC-PS participation 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, please email the Board Office at staff@abplasticsurgery.org to verify and update if necessary.

MOC-PS Annual Fee

The official request is sent with the Board's Annual Newsletter in February. The Annual Fee is mandatory for diplomates with time-limited certificates. This fee 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 Fee remains unpaid by the end of the cycle 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.

MOC-PS Activities - Documentation Audit

The MOC-PS Activities are required in **years 3, 6 and 9 of the 10-year certification cycle** and include one Practice Assessment Module and the Professional Standing Update. Diplomates are randomly selected through an automated process and are notified when accessing the Professional Standing Update.

Documentation required during the audit includes copies of the medical license, hospital privileges, outpatient center accreditation, advertising material and peer review. All documents must be uploaded as a PDF file before finalizing the Professional Standing Update.

The Board reserves the right to audit the professionalism information provided by the diplomate at any time during the MOC-PS Activities process by requiring supporting documentation. If a diplomate receives the request via email from the Board Office, the documents must be emailed as PDF file attachments.

Note: All diplomates are required to provide supporting documentation of CME hours independent of being selected for audit.

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

"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

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

If the ABPS is notified of a state medical board action in the primary state where the diplomate practices, an alert to "See FSMB" will appear in the certification status column. Additional information may be obtained from the Federation of State Medical Boards (FSMB) by following the link provided. Certification may be suspended or revoked based on a suspended or revoked medical license. An active, unrestricted license is a requirement for certification.

Email the Board Office at staff@abplasticsurgery.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 ethical or professionalism 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.
SEE FSMB	ABPS was notified of a state medical board action in the primary state where the diplomate practices. 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>Participating/Current</i>	All diplomates with time-limited certification (certified since 1995) are automatically enrolled upon initial certification. Diplomates with lifetime certification (certified prior to 1995) may voluntarily participate in the MOC Program. All current requirements have been fulfilled.
<i>Participating/Not Current</i>	Diplomate is participating, and also 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.**



MOC-PS Activities

Due December 1, 2018

Required in Years 3, 6 and 9 of the 10-Year Cycle

Step I. PA-PS Module

Step II. Professional Standing Update



MOC-PS ACTIVITIES INSTRUCTIONS

Log in to the Board's website, www.abplasticsurgery.org, to access your MOC-PS Activities for cycle year 2018.

Step I: Click PA-PS tracer procedure log link

- ◆ Select a single tracer procedure and enter data from 10 consecutive patient charts
- ◆ Review benchmarking report
- ◆ Complete MOC Educational Activity **related to the tracer procedure**
Complete Action Plan

Step II: Click Professional Standing Update link

- ◆ If NOT selected for audit: answer questions, upload CME documentation
- ◆ If SELECTED for audit: answer questions, upload all supporting documentation including CME documentation

Step III: Download your confirmation documents

- ◆ Annual MOC Participation Certificate
- ◆ Annual MOC Participation Letter
- ◆ ABMS Starmark Logo

Tracer Procedures for Practice-Assessment for MOC

Comprehensive	Cosmetic	Craniomaxillofacial	Hand Surgery
1. Reduction Mammoplasty	1. Augmentation Mammoplasty	1. Cleft Palate	1. Carpal Tunnel Syndrome
2. Breast Reconstruction (Primary) - Autologous	2. Face Lift	2. Zygomatic/Orbital Fractures	2. Dupuytren's Disease
3. Breast Reconstruction (Primary) - Implant	3. Suction-Assisted Lipectomy	3. Secondary Cleft Nasal Deformity	3. Thumb Carpo-Metacarpal Arthritis
4. Facial Skin Malignancy	4. Blepharoplasty	4. Non-Syndromic Craniosynostosis	4. Flexor Tendon Laceration
5. Lower Extremity Acute Trauma	5. Abdominoplasty	5. Unilateral Cleft Lip	5. Metacarpal Fractures
6. Wound Management (including burns)	6. Rhinoplasty	6. Mandible Fractures	
7. Pressure Sores			

NOTE: Diplomates must contact the Board Office in writing with a detailed explanation if they do not perform any of the tracer procedures available.

Step I: Practice Assessment in Plastic Surgery (PA-PS) Requirements (Performance in Practice)

Completing the PA-PS Module:

1. **Select ONE tracer procedure from the list of 24** by accessing the PA-PS tracer procedure log under cycle year 2018 on the Board's website. Payment of the \$220.00 PA-PS fee grants you access to enter 10 cases in one selected tracer procedure module. Review 10 consecutive patient charts for cases completed in the last three year period. Complete the web-based questions for each of the 10 cases selected. The data entry must be finalized by December 1st.
 - The data field content for each of the tracer procedures is available for preview before selection and submission of payment. Click the **"Preview/Print tracer procedure data fields"** link found at the top of the MOC Tracking page under Reference Documents.

Tracer Procedure Selection

Diplomates are encouraged to repeat the same tracer procedure for two sequential (three-year) cycles in order to document practice improvement from the first to the second assessment. For example, select Breast Reduction in years 3 and 6.

Diplomates will be provided with their historical tracer data for comparison purposes and to demonstrate improvement between cycles.

After two cycles of the same procedure, selection of a different tracer procedure is recommended to optimize other areas of practice. For example, after completing Breast Reduction in years 3 and 6, consider Facial Skin Malignancy in years 9 and 3.

2. **Review benchmarking report:** This is a self-assessment step for the practitioner to compare to his or her peers. A "pearl" of best evidence is provided with the benchmarking report for each tracer procedure.
3. **Complete only ONE of the following MOC educational activities aligned with the selected tracer procedure:**
 - (1) Read an ABPS-approved, MOC-specific article, from *Plastic and Reconstructive Surgery* (PRS) Journal or other specialty society journal (CME credit for this activity is not required), **OR**
 - (2) Complete an ABPS-approved, MOC-specific educational course sponsored by a specialty society offered online or at a live symposium.

The MOC educational activity can be completed **within the three years** leading up to the MOC Activities year. Therefore, diplomates who are attending a society meeting which offers MOC courses **before** the MOC Activities are required in year 3, 6 or 9 of

the 10-year MOC cycle will satisfy the requirement as long as the course is completed within the three years prior to the December 1st deadline and aligned with the completed tracer procedure. The available courses are listed on the MOC-PS tracking page under Reference Documents and also on the MOC CME screen. Links to the websites where the online articles are located are also available on the MOC CME screen once the Tracer Procedure Log is finalized.

**Plan ahead for completion of the tracer-related MOC educational activity.
The activity must be aligned with the specific tracer procedure selected.**

The following societies and medical journals offer MOC-approved activities:

- ❖ American Society of Plastic Surgeons (ASPS) and the Journal, *Plastic and Reconstructive Surgery* (PRS) - www.psenetwork.org
- ❖ American Society for Aesthetic Plastic Surgery (ASAPS) and *Aesthetic Surgery Journal* (ASJ) - www.surgery.org or www.aestheticsurgeryjournal.com
- ❖ American Society for Surgery of the Hand (ASSH) and *Journal of Hand Surgery* (JHS) - www.assh.org or www.jhandsurg.org/cme/home
- ❖ American Association for Hand Surgery (AAHS) - www.handsurgery.org
- ❖ Northeastern Society of Plastic Surgeons (NESPS) - www.nesps.org
- ❖ California Society of Plastic Surgeons (CSPS) - www.californiaplasticsurgeons.org
- ❖ Southeastern Society of Plastic and Reconstructive Surgeons (SESPRS) – www.sesprs.org

4. **Complete the Action Plan** (Self Evaluation for Improvement) to note planned changes in practice after completion of the practice-assessment module, the MOC CME activity and review of your benchmarking report. Select at least two areas where improvement can be made to your practice/patient care.

Click the link for the PA-PS Tracer Procedure Log to select your tracer procedure

Year 3: 2018

Annual Contribution for MOC	Incomplete	04/15/2018
PA-PS Tracer Procedure Log	Incomplete	12/01/2018
*PA-PS Benchmarking Report	Incomplete	12/01/2018
*PA-PS MOC CME	Incomplete	12/01/2018
*PA-PS Action Plan	Incomplete	12/01/2018
Professional Standing Update	Incomplete	12/01/2018
Annual MOC-PS Participation Certificate	Available upon completion	
Annual MOC-PS Participation Letter	Available upon completion	

Access to tracer log for entry of 10 cases provided after submission of fee

Step 1: 2018 PA-PS Modules

Primary Augmentation Mammoplasty - Not Finalized

Case #	Patient Initials	Date of Surgery	Status	Case #	Patient Initials	Date of Surgery	Status
1			⊗	6			⊗
2			⊗	7			⊗
3			⊗	8			⊗
4			⊗	9			⊗
5			⊗	10			⊗

 **Finalize Tracer Procedure Log**

Legend: ⊗ Incomplete ✓ Complete 🏠 Finalized

Be sure to click the “Finalize Tracer Procedure Log” link to submit your case data!

View Your PA-PS Benchmarking Report

Year 3: 2018

Annual Contribution for MOC	Incomplete	04/15/2018
PA-PS Tracer Procedure Log	Incomplete	12/01/2018
*PA-PS Benchmarking Report	Incomplete	12/01/2018
*PA-PS MOC CME	Incomplete	12/01/2018
*PA-PS Action Plan	Incomplete	12/01/2018
Professional Standing Update	Incomplete	12/01/2018
Annual MOC-PS Participation Certificate	Available upon completion	
Annual MOC-PS Participation Letter	Available upon completion	



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[MOC-PS](#) [My Profile](#) [Logout](#) [Admin Screen](#)

Augmentation Mammoplasty

	Individual		National	
	#	%	#	%
II. Preoperative Assessment				
1. Age (years)	10	Average=36.3	12,260	Average=34
2. Gender				
Male		0%	43	0%
Female	10	100%	12,217	100%
3. Medical History				
Smoker		0%	1,609	13%
History of VTE		0%	13	0%
Family history of breast cancer		0%	1,006	8%
Past history of breast biopsy		0%	315	3%
Past history of Mammogram	1	10%	2,025	17%
Past history of breast implant		0%	739	6%
This operation is a breast implant exchange		0%	729	6%
Previous adverse events from surgery		0%	167	1%
Pregnancy history	5	50%	5,229	43%
Hormone and oral contraceptives	2	20%	2,141	17%
Diabetes mellitus		0%	50	0%
None of the above	3	30%	3,845	31%
Other		0%	493	4%
4. Radiology				
PreOp Mammogram	1	10%	3,662	30%
Ultrasound		0%	204	2%
MRI		0%	78	1%
None of the above	9	90%	8,513	69%
5. Physical Exam				
a. Nipple to inframammary crease position				
<5 cm	3	30%	1,450	12%
5-7 cm	5	50%	5,950	49%

Complete ONE MOC educational activity aligned with the selected tracer procedure

Year 3: 2018

Annual Contribution for MOC	Incomplete	04/15/2018
PA-PS Tracer Procedure Log	Incomplete	12/01/2018
*PA-PS Benchmarking Report	Incomplete	12/01/2018
*PA-PS MOC CME	Incomplete	12/01/2018
*PA-PS Action Plan	Incomplete	12/01/2018
Professional Standing Update	Incomplete	12/01/2018
Annual MOC-PS Participation Certificate	Available upon completion	
Annual MOC-PS Participation Letter	Available upon completion	

Educational Activity

Tracer Procedure Module (Primary Augmentation Mammoplasty)

To complete your PA-PS (Primary Augmentation Mammoplasty) module, you must complete one of the MOC-approved educational activities aligned with your tracer procedure or a patient safety activity aligned with your specialty module identified on the list provided below:

Note: Purchase and completion of the post-test for CME credit is not necessary to complete this activity. Those with access to the applicable Journal may read the article and attest to its completion to satisfy the requirement.

Review MOC-approved activities:

[MOC-approved activities list](#)

Online articles can be found here:

[ASAPS](#)

[Journal of Hand Surgery](#)

[PDS Journal](#)

☐ I attest I have completed one of the MOC-approved educational activities, as identified on the above list, aligned with my selected tracer procedure module.

Activity completed through on (mm/dd/yyyy)

[Finalize MOC CME](#)

Click [here](#) to go to the MOC-PS page without saving changes

Be sure to finalize!

Complete the Action Plan (Self Evaluation for Improvement) to note planned changes in practice

Year 3: 2018

Annual Contribution for MOC	Incomplete	04/15/2018
PA-PS Tracer Procedure Log	Incomplete	12/01/2018
*PA-PS Benchmarking Report	Incomplete	12/01/2018
*PA-PS MOC CME	Incomplete	12/01/2018
*PA-PS Action Plan	Incomplete	12/01/2018
Professional Standing Update	Incomplete	12/01/2018
Annual MOC-PS Participation Certificate	Available upon completion	
Annual MOC-PS Participation Letter	Available upon completion	

Self Evaluation for Improvement - I plan to:

Following review of your benchmarking data, please select at least two areas* where improvement can be made to your practice/patient care:

A. Surgeon Interaction with Patient

- ☐ Increase time spent with patient
- ☐ More thorough preoperative discussion with patient
- ☒ More thorough preoperative analysis
- ☒ Better selection of best procedure for each patient
- ☐ Longer post-operative management/follow-up care
- ☐ Provide more specific written instructions for post-operative activities for daily living
- ☐ More streamlined hospital experience

B. Office Staff Interaction with Patient

- ☐ More thorough follow-up communication with patient
- ☐ More prompt attention to patient concerns
- ☐ Provide brochures about surgery and post-operative care
- ☐ Decreased wait time
- ☒ Create presentations (PowerPoint, video, web, etc.) for patient education
- ☐ Implement patient surveys

C. Perioperative Management

- ☐ Increased efficiency in operating room/pre-operative experience
- ☒ Decreased operative time
- ☐ Improvement in antibiotic utilization according to best practice guidelines
- ☐ Stop providing narcotics post-operatively
- ☐ Improvement in operative technique
- ☐ Improvement in post-operative management
- ☐ Improve deep vein thrombosis (DVT) prophylaxis and/or management

*You must select two items in order to finalize your Action Plan to complete your PA-PS Module activity.

Save Record and go to the MOC-PS page

Click [here](#) to go to the MOC-PS page without saving changes

 [Finalize Action Plan](#)

Be sure to finalize!

ALTERNATIVE OPTIONS ACCEPTABLE FOR MOC CREDIT

The ABPS Quality Improvement (QI) Program was designed to recognize the work that physicians are already doing to improve patient care in their practices. Physician participation in the QI Program can earn them improvement in Medical Practice (Part IV) credit from the ABPS for the following components:

- **PA-PS Tracer Procedure**
- **Review of Benchmarking Report**
- **MOC CME**
- **Action Plan**

The guidelines and application are available on the Board's website.

Quality Improvement Publication

The ABPS will accept a recently published article as evidence of a Quality Improvement activity for credit towards completing the Practice Improvement (Part IV) component of the MOC program. The Article must describe a Quality Improvement process that resulted in a demonstrable improvement in patient care.

Quality Improvement Project

The ABPS will accept a recently completed Quality Improvement project for credit towards completing the Practice Improvement (Part IV) component of the MOC program. To be eligible for credit the project must have a specific aim to be evaluated and identify specific metrics to measure.

ABMS MOC Portfolio Program

The American Board of Plastic Surgery (ABPS) joined the American Board of Medical Specialties (ABMS) MOC Portfolio Program (Portfolio Program) in 2015. The Portfolio Program is designed for organizations that develop and oversee the implementation of multiple physician-related quality improvement (QI) efforts.

QI efforts involving ABPS-certified physicians and QI efforts in the field of plastic surgery may now be submitted by approved Portfolio Sponsors for MOC credit through the Portfolio Program. ABPS Diplomates who successfully complete an approved Portfolio Program QI effort receive credit for satisfying the following components of the ABPS Part IV Practice Assessment Module:

- **PA-PS Tracer Procedure**
- **Review of Benchmarking Report**
- **MOC CME**
- **Action Plan**

Sponsoring organizations must submit Physician Completion Reports to the Portfolio Program for those diplomates who have completed a QI effort by December 11th for each reporting year. Physician Completion Reports are sent monthly from the Portfolio Program to the member boards.

Participation by ABPS diplomates in an approved Portfolio Program QI effort must meet the following criteria to satisfy Part IV MOC requirements:

- **Participation in the QI project must be completed within the three year cycle of the required activities year. The deadline for completion of ABPS required MOC activities is December 31st.**
- **The Physician Completion Report must be received from the Portfolio Program confirming diplomate participation by July 1st following the above deadline which allows a six month grace period to satisfy MOC activities.**
- **The PA-PS Tracer Procedure will be required for any MOC activities overdue after six months if not satisfied by participation in the Portfolio Program by July 1st.**

Additional information regarding the Portfolio Program can be found on their website, www.mocportfolioprogram.org. Questions regarding the Portfolio Program can be directed to portfolioprogram@abms.org. Questions regarding the ABPS MOC requirements can be directed to Stephanie Broadbelt (staff@abplasticsurgery.org).

Step II: Professional Standing Update (NOT SELECTED FOR AUDIT)

Professionalism and Life Long Learning Requirements

NOTE: Diplomates originally certified in 1999 or 2009 who finalize the 2019 MOC-PS Exam Application will satisfy the Professional Standing requirement for 2018.

The Tracking system will automatically update the Professional Standing Update status once the application is finalized.

Documentation required for CME hours only.

- ❖ **State Medical License(s):** List all state licenses with license numbers and expiration dates
- ❖ **Hospital Privileges:** List hospital names, addresses, dates of appointments. The hospitals must be accredited by the Joint Commission or other approved organization authorized by the Centers for Medicare and Medicaid Services (CMS). Active, inpatient admitting hospital privileges in plastic surgery are required.
- ❖ **Advertising Materials from the last 12 months:** Select all that apply.
- ❖ **Peer Listing:** List names, titles and email addresses of three peers.
- ❖ **Patient Satisfaction Survey:** Board survey question of current practices.
- ❖ **Society Membership** in one of the 20 sponsoring organizations: Select all that apply from the drop down list if applicable. Not required.
- ❖ **Outpatient Facility Accreditation:** List all outpatient facilities with name, city, state and accrediting body. **It is expected that all surgery performed under IV sedation or a general anesthetic will be performed in an accredited center.**
- ❖ **Upload a report, from a CME Provider, of 150 hours of CMEs completed between the period starting January 1, 2015 and ending December 3, 2018.** The flexibility of more than 3 years is offered to assist those completing the professional standing update early in the year. **The CME requirement must be completed by the 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 CME cycle reports) or the American Medical Association (AMA) Physicians Recognition Program Report is preferred.
- ◆ **ASPS members who use the society's website to track CME credits can transfer their CME files directly from the ASPS website.** Refer to the online instructions on the Board's website.
- ◆ A self-reported summary of CME activities may also be entered in the Professional Standing Update. **A certificate for each Category I CME course listed must be uploaded online to complete each record manually entered.** The certificates must include the name of the course; 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 accessible from the home page. Refer to the Board's policy for the Acceptance of Patient Safety CME Credits also available on the Board's website.

Professional Standing Update (SELECTED FOR AUDIT)

Professionalism and Lifelong Learning Requirements

Diplomates are alerted when accessing the Professional Standing Update if randomly selected for audit. All supporting documentation, including CME documents, is required in order to finalize. If selected for audit, assemble all required documents and scan each file to a PDF:

- State Medical License(s): All state medical licenses with license numbers and expiration dates
- Hospital Privilege Letters: List hospital names, addresses and dates of appointments. All hospitals must be accredited by the Joint Commission or other approved organization authorized by CMS. Appointment Letters must include the following:
 - Dated in 2018 or current appointment dates included
 - 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 letters do not specify "**plastic surgery,**" include your delineation of privileges indicating that your privileges extend to performing **plastic surgery** procedures
 - 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
- **Advertising Material:** Upload a current copy of the home page & bio page of any active practice website(s). Also include screen shots of Facebook and Twitter accounts created for your practice or other internet advertisements (e.g. Groupon). 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 pages), billboard images (digital proof copy in a PDF file is acceptable), announcement flyers, and magazine and newspaper advertising. Scan all advertising material as a group or separately by category and upload to professional standing form **(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 MOC Activities deadline.** The diplomate must check their individual MOC-PS Dashboard on the Board's website to verify that the Peer Evaluations have been completed. The dashboard 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 CMS. **Chief positions held only at outpatient surgery centers are not acceptable.**

- **Outpatient Facility Accreditation:** List all outpatient facilities. Letters or certificates from AAAASF, AAAHC, State Board or Medicare certification are acceptable. **It is expected that all surgery performed under IV sedation or a general anesthetic is performed in an accredited center.**
- ◆ Certificates are not required for hospital-based surgical centers accredited by the Joint Commission but the outpatient facilities must be identified on the professional standing form and the affiliated hospital indicated

- **CME Reports:** See above.

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@abplasticsurgery.org (M-F 8:30am – 5:00pm EST).

Reciprocity for MOC credit:

The Board will accept MOC credit for Professionalism and Lifelong Learning activities if completed through the American Board of Surgery or other relevant ABMS Board. Valid documentation from the ABMS member board must be submitted verifying completion to receive credit. Contact the Board Office for assistance.

Confirmation of Participation in MOC-PS Annual Certificate of Completion and StarMark Logo

When the MOC-PS requirements are completed each year, a letter of participation, an annual completion certificate and the ABMS MOC StarMark logo are available for download on the diplomate's MOC-PS Dashboard when logged in to the Board's website.

The ABMS implemented a Starmark Logo used by 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 dashboard on the Board's website **once all requirements are met each cycle 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 and advertising material.

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 the deadline!
- **MOC-PS Status - “Not Current”:** The Board will report a 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 and requirements, including the Annual MOC Contribution, must be complete for approval of the MOC-PS Examination Application.**

Consequences for Diplomates 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, the following will occur:

- The MOC-PS Examination Application will not be approved.
- **Certification will expire.** All previous incomplete MOC requirements must be satisfied in order to take the MOC-PS Cognitive Examination to renew primary certification.
- Expired certification will be reported on the Public Search page 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@abplasticsurgery.org with questions regarding MOC-PS.



Board Policies & Reference Information



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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 Craniofacial Surgery (ASCFS) and the American Society for Reconstructive Microsurgery (ASRM).

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Raman Mahabir, M.D. (ASPS)
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Administrator
MOC-PS Program and HSE Coordinator
Test Manager/Examination Editor
Examination and Projects Coordinator
Oral Examination Coordinator

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)**

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)**

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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 Statement 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 Activities, required in years 3, 6 and 9 of the 10-year certification cycle. A separate booklet describing the application and examination process, required in year 7, 8 or 9, is also published annually. 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 by maintaining high standards for examination and certification.
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 MOC-PS 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 Lifelong Learning and Practice Improvement in plastic surgery by participating voluntarily in the program.

Board Office Policies and Reminders

- Diplomates with incomplete materials will be notified via email.
- 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 late fees or exclusion from the 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.

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 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 only on the basis of completed Exam 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 1st)
- ◆ Fall Meeting (deadline for receipt of all material and fees is September 3rd)

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 10 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 under the "About Us – Policies" links. This policy allows a diplomate 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.

For those approved and participating in MOC-PS under the Physicians with Special Circumstances Policy, a patient safety educational activity must be completed in lieu of the PA-PS Module in years 3, 6 and 9 of the 10-year cycle. The ABMS has worked with the National Patient Safety Foundation (NPSF) to offer a patient safety curriculum via a web-based link accessible through the Board's website. ASPS and other societies also offer MOC-PS approved patient safety educational activities. Courses are listed on the Board's website under the Diplomates – CME Resources section of the home page. Evidence of completion of CME activities will be submitted electronically. Physicians with Special Circumstances must also complete the Professional Standing Update in years 3, 6 and 9.

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.

2018 MOC-PS Activities FAQs

Answers to commonly asked questions are provided on the Board's website as reference.

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 submitted 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 Exam Application Fee	\$445.00
MOC-PS Exam 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	\$500.00
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	<p>STEP 1: Practice Assessment in Plastic Surgery (PA-PS) Module including: tracer procedure, benchmarking report, MOC-approved CME, action plan.</p> <p>STEP 2: Professional Standing Update including CME report(s), medical license, hospital privileges, outpatient facility accreditation, advertising material, and peer evaluations.</p>
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/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