

The American Board of Plastic Surgery, Inc.[®]



CONTINUOUS CERTIFICATION IN PLASTIC SURGERY
(formerly MOC-PS)

BOOKLET OF INFORMATION
FOR THE APPLICATION AND EXAMINATION PROCESS

2019 Examination Application due September 1, 2018

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Important Dates and Deadlines for the April 2019 Continuous Certification Examination

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

NOTE: Diplomates who have not yet applied for the examination with certification expiring on 12/31/2019, must submit this application by 9/1/2018.

June 2018	Available on Tracking page of the Board's website: <ul style="list-style-type: none"> • Online Exam Application
June 15, 2018	Deadline – Annual Fee <ul style="list-style-type: none"> • Payment accepted by credit card only via Board's website
September 1, 2018	Deadline - Application: <ul style="list-style-type: none"> • Online Application finalized with required documentation uploaded • Application fee payment by credit card only
September 2 – 7, 2018	Late Deadline Period - Application: <ul style="list-style-type: none"> • Online Application finalized with required documentation uploaded • Application fee payment by credit card only • Late fee payment by credit card only
	The Board's website is closed to applications after the late deadline
January 1, 2019	Available on Tracking page: <ul style="list-style-type: none"> • Application Approval letters with Preferred Module Selection • Announcement Information and online Reply Form
January 31, 2019	Deadline - Reply Form <ul style="list-style-type: none"> • Online Reply Form finalized with required documentation uploaded
February 1-7, 2019	Late Deadline Period - Reply Form: <ul style="list-style-type: none"> • Online Reply Form finalized with required documentation uploaded
March 1, 2019	Available on Tracking page: <ul style="list-style-type: none"> • Information regarding the Internet Based Examination
April 1 – 30, 2019	Internet Based Examination can be taken anywhere with internet connection throughout the month of April. Diplomates may complete the examination during several sessions.
End of June 2019	Available – Result Letters and Performance Reports: <ul style="list-style-type: none"> • Result letters posted to the Tracking page. Email notification will be sent from the Board Office.
December 1, 2019	Certificates mailed from Board Office to those with a certificate expiration date on 12/31/2019. All Continuous Certification requirements must be current.

Email reminders will be sent from the Board Office periodically before approaching deadlines. Keep your mailing address and email address 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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**Continuous Certification
Preliminary Reference Information**

**This Booklet provides information for the
2019 Continuous Certification Exam
Application Process
due September 1, 2018**



Target Audience

2019 Continuous Certification Examination Application:

Time-limited Certificate Holders – diplomates with certificate expiration dates in 2019* who do not yet have an approved application on file in the Board Office.
Diplomates with certificates expiring in 2020 or 2021 are not required to submit the application at this time.

Lifetime Certificate Holders – diplomates voluntarily participating in Continuous Certification who entered the MOC/Continuous Certification program in 2009* with an expiration date in 2019*. Also, lifetime certificate holders who are not currently participating in the Continuous Certification Program but desire to voluntarily participate may submit an application to start the Continuous Certification 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 Continuous Certification Examination Application on the Board’s website is September 1, 2018.






*2018 is the final year to complete the Continuous Certification Examination Application in order to be eligible for the 2019 examination for those diplomates with a certificate expiration date on December 31, 2019.

- Log in to the Board’s website, www.abplasticsurgery.org
 - 🖥️ Click “Continuous Certification” to view your Continuous Certification Requirements Tracking Page and to complete Continuous Certification 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 Continuous Certification 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.

Continuous Certification online Tracking page

The Board’s website features individual tracking for each diplomate participating in the Continuous Certification Program. Once logged in, access the **MOC-PS** tab for a customized list of requirements, deadline dates, status and completion dates. Once the Continuous Certification 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.

Continuous Certification Fee

The official certification fee request is sent with the Board's Annual Newsletter. The Continuous Certification Fee is mandatory for diplomates with time-limited certificates. The Continuous Certification Fee assists in the operational expenses of the Board office including providing diplomate support, maintenance of databases for reporting certification to health care consumers, tracking Continuous Certification activities over the 10-year cycle and developing additional services for diplomates. Payment is made via credit card after secure log in to the Board's website. The link is accessed on the Tracking page. **A late fee may be assessed if the fee 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. 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 Continuous 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 Continuous Certification in terms of the patients' safety and quality of care. Visit www.certificationmatters.org to view the ABMS public website.



Certification Matters: Display the ABMS StarMark Logo on your website and marketing materials to demonstrate your commitment to quality improvement through self-assessment and Lifelong Learning. Use of the StarMark Logo is a way for all ABPS diplomates participating in Continuous Certification 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

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).

“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 Continuous Certification 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 Continuous Certification Participation – Consumer Search

The Board reports Continuous Certification 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 Continuous Certification requirements. Please note, the transition from Maintenance of Certification to Continuous Certification is effective January 1, 2019. At that time, the Board website will be updated accordingly.

The American Board of Medical Specialties (ABMS) also reports Continuous Certification 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 “Is my surgeon certified” consumer site. Details of how actions will be listed are included below.

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

ABPS Status Definitions for Reporting Certification and Continuous Certification 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
SEE FSMB	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 .
Continuous Certification Participation Status Definitions	
<i>Required</i>	Diplomates certified in 1995 or after are required to participate in the Continuous Certification 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 Continuous Certification upon initial certification. Diplomates with lifetime certification may voluntarily submit an application to enter the Continuous Certification Program.
<i>Not Participating</i>	Diplomates with an expired certificate. Lifetime certificate holders who have not submitted the Continuous Certification Application or who have not successfully taken the Recertification Examination. Diplomates in this category will have no Continuous Certification 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 Continuous Certification Program is mandatory.**

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



2019 Continuous Certification Examination Application

Submission by September 1, 2018

**Certification expiration year → Application submission
2019 → ~~2016~~, ~~2017~~, OR 2018**



2019 Continuous Certification 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 2019 Continuous Certification Application is approved, diplomates are
admissible to the following exams: April 1 to April 30, 2019, 2020, 2021

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 31, 2019**. 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.
- ❖ **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.

As of 2018, reporting of society membership and patient satisfaction practices are no longer required.

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. **Additionally – diplomates practicing internationally, specifically in the European Union, must provide the Board Office with a US or Canadian address for its records.**

- ❖ **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 Continuous Certification 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 2019 Examination are required to upload documentation from a CME Provider of 150 hours of CMEs completed between the period starting **January 1, 2015 and ending September 1, 2018**. 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), the American Society for Aesthetic Plastic Surgery (ASAPS), or the American College of Surgeons (ACS) 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 Continuous Certification 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 Continuous Certification Application Process requires supporting documentation and serves as the final audit for all diplomates during the 10-year cycle.



Continuous Certification

AND

The Hand Surgery Examination (HSE)



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

- ❖ Diplomates completing the Hand Surgery Examination (HSE) may use that test in lieu of taking the Primary Plastic Surgery Continuous Certification Examination.
- ❖ The HSE for Recertification will satisfy the Continuous Certification Cognitive Examination requirement **if successfully completed within the current Continuous Certification 10-year cycle.**
- ❖ The HSE for Initial Certification will satisfy the Continuous Certification 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 Continuous Certification 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.

The ABPS Hand Surgery Certificate will expire automatically upon expiration of the primary plastic surgery certificate.

EXAMPLE

PRIMARY CERTIFICATE OBTAINED	PRIMARY EXP. DATE	HAND SUBSPECIALTY CERTIFICATE OBTAINED	HAND SUBSPECIALTY CERTIFICATE EXP. DATE	COMPLETED RECERTIFICATION HAND SURGERY EXAM	NEW PRIMARY Continuous Certification EXP. DATE	NEW HAND SUBSPECIALTY CERTIFICATE EXP. DATE
2009	2019	2019	2029	2017, 2018 or 2019	2029	2039



Registration, Approval and Preparation for the Continuous Certification Examination

**Application Approval Letters available December 1, 2018
Reply Forms available January 1, 2019**

Reply Form due by January 31, 2019

**Certification year → Examination Opportunity
2009 → ~~2017~~, ~~2018~~ OR 2019**



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 to begin to gather the documents needed for the Reply Form. The Reply Form will be available starting January 2019 for online submission. An approved application grants admissibility to the Continuous Certification Examination for three years. Diplomates are granted **one opportunity per year** to take the Continuous Certification Examination.

The items listed below must be submitted online by **January 31, 2019** in order to be registered for the 2019 examination. There will be a late period starting February 1st up to and including the close of the business day on February 7th. The Reply Form and other required material will not be available for submission after **February 7th**. The following items must be submitted online by the deadline date:

- Reply Form finalized
- Upload* of all state medical licenses. A valid and unrestricted medical license is required for application approval and admissibility to the Continuous Certification Examination.
- Upload* of Outpatient Facility Accreditation letters or certificates
- 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, 2018 – January 1, 2020) listed. **Hospital privileges must be valid through the time of the April examination.**

Internet-Based Testing – New Exam Format

Beginning in April 2019, the Continuous Certification Examination will move to an Internet-Based testing format, rather than a Computer-Based Test which traditionally involved traveling to a testing center. The Exam can be taken on any computer with internet connection and is no longer limited to one day with a four hour window.

The Exam can be accessed at any point throughout the administration period April 1-30, 2019 and diplomates can exit and re-enter as many times as necessary to complete the Exam. The Exam must be completed by April 30, 2019 – no exceptions.

The Continuous Certification Exam will now incorporate relevant content for each question into the exam. After answering a question, the diplomate will be directed to the supporting rationale. After reading the rationale, the diplomate will be offered an additional opportunity to answer the question if incorrectly answered on the first attempt. Scoring for the exam is based on the final response. *This change dramatically reduces the amount of study time required ahead of testing.*

Accessing the Exam

After submission and approval of the Reply Form material, diplomates will be listed as registered with the Board Office for the examination and information about accessing the exam will be posted online. An email notification will be sent when available. The Board Office recommends signing in and utilizing the tutorial on the device you plan to take the Exam.

Preparation for the Continuous Certification Examination

Under the new 2019 format, the Board has incorporated the study material into the examination itself. However, based on diplomate feedback, the following options remain excellent resources to prepare for the exam:

1. Maintenance of Certification (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 Continuous Certification 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/Online_Courses/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 Continuous Certification Examination are included in the potential item bank for the Continuous Certification Examination and on the Continuous Certification 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 Internet Based Testing (IBT)

An online tutorial is available for diplomates to review sample exam screens. This is provided to relieve anxiety about the mechanics of the new testing platform. The tutorial is available on the Board's website at www.abplasticsurgery.org in the Diplomates/Continuous Certification Program section. The Board strongly recommends that diplomates preview the tutorial a number of times to become familiar with the internet-based test format.

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 who fail to complete the examination will not be granted another opportunity to do so until the following April.



Taking the Continuous Certification Examination

**Continuous Certification Internet-Based Test
in Year 8, 9 OR 10 of the 10-Year Cycle**



Evaluation of Knowledge

Diplomates are required to complete the Continuous Certification Exam once in year eight, nine or ten of the 10-year certification cycle. Diplomates must successfully complete the practice-oriented multiple-choice exam. The 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.

Longitudinal Self-Assessment: The Board is piloting a longitudinal self-assessment program in addition to the 200-question examination required once every 10 years. Diplomates participating in the pilot will complete 30 questions per year at a minimum of 8 of 10 years within the certification cycle. If the diplomate's performance is below standard, additional re-assessment questions may be required. If the pilot proves to be successful and the diplomate's performance is at or above the standard, then the 200-question examination requirement may be waived.

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 (qualifying) Examination of the Board. The examination is designed in a modular form to allow diplomates to match the examination 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**, **Craniofacial 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 Continuous Certification 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.



Continuous Certification Examination Results

Available by June 2019



Result Letters – Pass and Fail

Result Letters (pass or fail) of the Continuous Certification Examination will be posted on the diplomate's 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 Continuous Certification Program, including successful completion of the Examination, will be **sent a new certificate at the end of the 10-year cycle before expiration of the existing certificate.** The Continuous Certification 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 Continuous Certification requirements, the Board will supply pertinent data to the ABMS so that the individual's biographic entry will also show Continuous Certification 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 Continuous Certification program requirements within the prescribed time limit. **The Board also informs the major plastic surgery specialty societies of successful completion of the Continuous Certification 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 Continuous Certification. Contact the AMA at www.ama-assn.org/go/cmeforms for details.

Continuous Certification Certificates (Time-limited and Lifetime)

The Board approved revisions to the Continuous Certification 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 Continuous Certification renewal dates. Certificates now include color in a larger format. Diplomates who wish to order additional Continuous Certification 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 Continuous Certification 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 Continuous Certification 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 Continuous Certification 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 Continuous Certification Program. The cognitive examination is required in year eight, nine or ten of the Continuous Certification cycle. A Continuous Certification certificate will be sent upon successful completion of the Continuous Certification 10-year cycle. The approval date of the original Continuous Certification Application will dictate the 10-year cycle start date.

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

The Unsuccessful Diplomate

A passing score on the cognitive component of the Continuous Certification 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 Continuous Certification. 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 Continuous Certification Examination, or as a result of events beyond its control, be unable to administer the Continuous Certification Examination at the appointed date, time and location, or should the Board fail to conclude a diplomate's Continuous Certification Examination, the Board is not responsible for any expense the diplomate may have incurred in connection with the cancelled Continuous Certification Examination, nor for any expense the diplomate may incur for any subsequent Continuous Certification Examination.

Revocation or Suspension of Continuous Certification 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 reports 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 Continuous Certification 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 Continuous Certification certificate or in any other statement or representation to the corporation or its representatives or shall have otherwise acquired the Continuous Certification certificate by deception. Upon revocation, the 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 Continuous Certification 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 or suspended by the Board are listed in the Annual Newsletter to Diplomates and reported to ABMS and other relevant organizations.



Board Policies and Reference Information



2018-2019 OFFICERS

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PAUL S. CEDERNA, M.D., Chair-Elect

JAMES C. GROTTING, M.D., Vice-Chair

LAWRENCE B. COLEN, M.D., Secretary-Treasurer

KEITH E. BRANDT, M.D., Executive Director

R. BARRETT NOONE, M.D., Executive Director Emeritus

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EX-OFFICIO

DONNA L. LAMB, DHSc, MBA, BSN, Executive Director, RRC-PS

HISTORIAN

LOREE K. KALLIAINEN, M.D. Chapel Hill, NC

2018-2019 Continuous Certification Program Committee Members

Debra J. Johnson, M.D., Chair

Keith E. Brandt, M.D.	Michael J. Miller, M.D.
Paul S. Cederna, M.D.	Steven L. Moran, M.D.
James C. Grotting, M.D.	William C. Pederson, M.D.
Juliana E. Hansen, M.D.	George A. Sarosi, Jr., M.D.
Mary Jo Iozzio, Ph.D.	David B. Sarwer, Ph.D.
Debra J. Johnson, M.D., Chair	David H. Song, M.D.
Loree K. Kalliainen, M.D.	Peter J. Taub, M.D.
Joan E. Lipa, M.D.	James E. Zins, M.D.

Advisory Council Members

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

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)
TBD (ASRM)
Deepak Narayan, M.D. (AAPS)
Julie E. Park, M.D. (ASPS)
David H. Song, M.D. (ABPS), Chair

Cosmetic Surgery

TBD (ASAPS)
Felmont F. Eaves, III, M.D. (ASAPS)
Heather J. Furnas, M.D. (ASPS)
James C. Grotting, M.D. (ABPS), Chair
Karen M. Horton (ASAPS)
Nolan Karp, M.D. (ASPS)

Craniofacial Surgery

William Y. Hoffman, M.D. (ASMS)
Francis A. Papay, M.D. (ASPS)
Russel R. Reid, M.D. (ASMS)
Peter J. Taub, M.D. (ABPS)
Mark M. Urata, M.D. (ASCFS)
James E. Zins, M.D. (ABPS), Chair

Hand Surgery

TBD (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.

Board Staff

Melissa A. Karch	Administrator
Gwen A. Hanuscin	Examination and Projects Coordinator
Melissa M. Hill	Oral Examination Coordinator
Maria K. D'Angelo	Test Manager/Examination Editor
Stephanie L. Broadbelt	Continuous Certification and HSE Coordinator
Sarah S. Praul	Administrative Assistant

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 Continuous 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 Continuous Certification 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 Continuous Certification 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 Continuous Certification?

Continuous 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 a Continuous Certification Program. The Maintenance of Certification Program replaced Recertification in Plastic Surgery effective 2007. The Continuous Certification Program will replace the Maintenance of Certification Program in 2019.

1. Diplomates certified in 1995 and after, who hold a 10-year time-limited certificate, are required to participate in the ABPS Continuous Certification program to renew certification.
2. Directors, Advisory Council Members, Examiners of the Board and Continuous Certification-approved course instructors are required to participate in Continuous Certification.

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 Continuous Certification 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 Continuous Certification Tracking page and stay current on all Board requirements

Web-based Services

The Board's web-based services for the Continuous Certification processes include:

- Customized Physician Profile with online tracking of Continuous Certification 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 Continuous Certification Activities.
- Notification of examination results.
- Completion of Continuous Certification Activities, including Practice Assessment in Plastic Surgery (PA-PS) modules.
- Payment by credit card.
- Payment history for Continuous Certification Annual Fee.
- Annual Confirmation of Participation documents and ABMS StarMark Logo available once the Continuous Certification requirements are met each year.

- Consumer Look-up feature “Is Your Plastic Surgeon ABPS Board Certified?” to verify physician certification and Continuous Certification participation status.

Consequences of not completing the Continuous Certification 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 1.
- **Continuous Certification Status - “Not Current”:** The Board will report the diplomate’s Continuous Certification Participation status as “Not Current” to consumers and to ABMS if the diplomate is six months overdue on one or more Continuous Certification 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 Continuous Certification cycle must document 450 total CME credits by year 9.
- **All past due fees and requirements, including the Annual Continuous Certification Fee, must be complete for approval of the Continuous Certification Examination Application.**

Consequences for Time-Limited Certificate holders who do not complete all Continuous Certification requirements by year 10 of the certification cycle*

The components of Continuous Certification 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 Continuous Certification Examination Application will not be approved
- **Certification will expire.** All Continuous Certification requirements must be satisfied in order to take the Continuous Certification 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 Continuous Certification program requirements who wish to enter the Continuous Certification 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 Continuous Certification.

Rules and Regulations

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

All diplomates must comply with the current regulations in effect for the year in which the Continuous Certification Program and the cognitive examination is taken regardless of the time the Continuous Certification Application Material was approved. It is the responsibility of diplomates to seek information concerning the current requirements for Continuous Certification through the Board. The Board will make every effort to notify diplomates of changing Continuous Certification requirements, the impending loss of admissibility to take the Continuous Certification 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 1st)
- ◆ Fall Meeting (deadline for receipt of all material and fees is September 1st)

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 Continuous Certification 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 Diplomate'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.

Diplomates will receive an individualized secure key code to enter the Continuous Certification Exam on the testing website. If evidence by observation or analysis suggests that a Diplomate's scores may be invalid because of irregular behavior, the Board will withhold those scores pending further investigation and the affected Diplomate will be notified. Examples of irregularities affecting the validity of scores would include (but not limited to) the following: 1) sharing information or discussing the examination in progress; 2) copying answers from another Diplomate; 3) permitting one's answers to be copied; 4) 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 Diplomate's participation in an ongoing examination,

invalidate the results of the Diplomate'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 Continuous Certification 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 Continuous Certification. 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 Continuous Certification 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 Continuous Certification 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 Continuous Certification 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 Continuous Certification 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 Continuous Certification Application Admissibility Expires

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

Re-entering Continuous Certification Program with an Expired Certificate

Completion of an Application and successful completion of the examination will be required to re-enter the Continuous Certification program as noted above. All outstanding Continuous Certification requirements, including the PA-PS Module required in years 3, 6 and 9 and the Continuous Certification Annual Fee 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 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.

Current* Fee Schedule

The fees for the Continuous Certification 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 Continuous Certification 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
ABPS Annual Fee	\$235.00
ABPS Annual Fee 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
Continuous Certification Exam Application Fee	\$445.00
Continuous Certification Exam Application Late Fee	\$160.00

ABPS ITEM	FEE
Continuous Certification 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

***Starting in 2019, the ABPS Continuous Certification Fee of \$395 will encompass all other processing fees throughout the ten year cycle and result in an overall reduction.**

The Examination fee is not required effective with the 2019 Continuous Certification Examination Reply Form.

Current* Timeline of MOC-PS Program Requirements

10 YEAR CYCLE:	Annual Fee 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	Internet-Based Test (IBT)
YEAR 10	Certificates mailed to those who successfully completed the 10-year cycle

***There will be changes made to these requirements starting in 2019.** For more information about your specific timeline, please contact the Board office at staff@abplasticsurgery.org.

The MOC-PS 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/Online_Courses/SelfAssessments).

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



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.**



The American Board of Medical Specialties Maintenance of Certification® StarMark logo is permitted for use by diplomates who are participating in the Continuous Certification Program and are current with the annual requirements.



Member Board of ABMS: The Power of 24