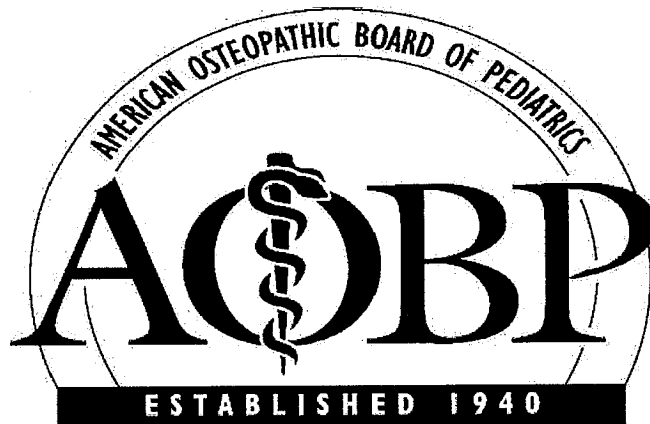


# APPLICATION HANDBOOK 2009-2010



## AMERICAN OSTEOPATHIC BOARD OF PEDIATRICS

General Pediatrics

Adolescent Medicine

Neonatology

Pediatric Allergy/Immunology

Pediatric Endocrinology

Pediatric Pulmonary Medicine

Established 1940

### **Affiliated Organizations**

American Osteopathic Association (AOA)

American College of Osteopathic Pediatricians (ACOP)

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### **What is the American Osteopathic Board of Pediatrics (AOBP)?**

The American Osteopathic Board of Pediatrics (AOBP) is one of the eighteen specialty boards of the Bureau of Osteopathic Specialists (BOS) of the American Osteopathic Association (AOA). The AOBP comprises a select group of pediatric specialists responsible for administering the pediatrics board examinations. The AOBP was established in 1940 upon the approval of the Board of Trustees of the AOA. The purpose of the AOBP, as defined in its constitution and bylaws, is to:

- Define the qualifications required of osteopathic physicians for certification in pediatrics and any other specialty or field of practice that may be assigned to this Board.
- Determine the qualifications of osteopathic physicians for certification in pediatrics and of any other specialty or field of practice that may be assigned to it.
- Conduct examinations in conformity with the Bylaws of this Board.
- Issue certificates subject to the approval of the Bureau of Osteopathic Specialists...of the American Osteopathic Association...to those osteopathic physicians who are found qualified.
- Recommend revocation of certificates for cause.
- Use every means possible to maintain a high standard of practice within the osteopathic profession.

### **What are the divisions of pediatrics board specialty classification?**

In addition to accrediting practitioners of general pediatrics, the AOBP is also responsible for evaluation and recommendation for board certification in the specialty areas of:

- Adolescent Medicine
- Neonatology
- Pediatric Allergy/Immunology
- Pediatric Endocrinology
- Pediatric Pulmonary Medicine

Accreditation in these areas is known as a Certificate of Special Qualifications (CSQ). The AOBP also provides evaluation and recommendation for a Certificate of Added Qualifications (CAQ) in Pediatrics Sports Medicine in cooperation with the Sports Medicine Conjoint Examination Committee.

### **Who sits on the AOBP?**

The AOBP is composed of seven distinguished osteopathic pediatricians elected by the AOA Board of Trustees from nominees submitted by the American College of Osteopathic Pediatricians (ACOP). The current members of the Board jointly represent over one hundred years of dedication and practice in the osteopathic profession.

<b>Chair</b> Fernando Gonzalez, DO San Angelo, TX	<b>Vice-Chair</b> Paul G. Smith, DO Cleveland, OH	<b>Secretary/Treasurer</b> Gordon L. Lerch, DO Gibbsboro, NJ
<b>Member</b> Robert D. Blubaugh, DO Meridian, MS	<b>Member</b> Dawn Dillinger, DO Hilliard, OH	<b>Member</b> Stanley E. Grogg, DO Tulsa, OK
<b>Member</b> Kayse Shrum, DO Muskogee, OK	<b>Executive Director</b> Ellen Woods, MSC Chicago, IL	

## **What are the requirements for becoming board certified by the AOBP?**

In order to be eligible to become board certified by the AOBP, the following conditions must be met:

- The applicant must be a graduate of an AOA-accredited college of osteopathic medicine.
- The applicant must be licensed to practice medicine in the state or territory where his/her practice is conducted.
- The applicant must be a member in good standing with the American Osteopathic Association or the Canadian Osteopathic Association for the two (2) years immediately prior to the date of certification.
  - In the case of lapsed membership, reinstatement requires payment of current dues plus membership fees for the previous year.
- The applicant must conform to the ethical and moral standards as set forth in the Code of Ethics of the AOA.
- The applicant must satisfactorily complete a one (1) year AOA-approved internship.
- The applicant must satisfactorily complete an AOA or ACGME-approved residency.
- The applicant must apply for and establish Board Eligibility.
- The applicant must pass the relevant AOBP examination.

## **What is Board Eligibility?**

Board Eligibility is a status granted by the AOBP to a residency-complete candidate that confers upon the candidate the right to take the AOBP examination.

In the case of the third-year resident being permitted to take the board examination prior to completion of residency training, board eligibility will not be granted prior to the candidate's being 'training complete.' Additionally, in such cases examination scores will not be released until the candidate has formally established that residency training is complete.

## **How is Board Eligibility established?**

Board Eligibility is not granted automatically. Candidates for AOBP accreditation must apply for Board Eligibility. In order to seek eligibility, the candidate must submit the AOA Application for Board Eligible Classification to the Secretary of the AOBP, presently Gordon L. Lerch, DO. A copy of this form is available online at <http://www.aobp.org/forms.shtml>; it is included within a larger application packet called the Board Eligibility and Certification Exam Application 2010. Submission of this form to the secretary of the AOBP should be accompanied by the following:

- A copy of the institutional certificate indicating the satisfactory completion of the candidate's residency training program.
- Letter(s) of recommendation from the program director(s), if applicable.
- A copy of the hospital certificate indicating satisfactory completion of an internship and adequate documentation of having met the practice requirement.

Upon receipt of these materials, the secretary of the AOBP will verify AOA approval of the applicant as 'training complete.' For osteopathic residents, such verification will include receipt of a statement from the graduate medical education committee of the American College of Osteopathic Pediatricians that the program has been approved as being complete. For non-osteopathic residents, verification will include receipt of an AOA Council on Postdoctoral Training letter granting approval of the program as being complete.

After review and acceptance of the Board Eligible application plus supporting materials, the AOBP shall establish the date of the candidate's application for Board Eligibility as the date of

completion of residency training. The Secretary of the AOBP will complete the bottom portion of the AOA Application for Board Eligible Classification and return the applicant copy to the candidate.

Third-year residents may be eligible to take the board examination prior to the full completion of their residency training. To be eligible, the resident must have completed a minimum of thirty (30) months of the program by the time the examination is administered. Along with their examination application, such candidates must submit a letter from their residency program director stating that the resident is well-prepared and qualified to take the examination.

### **What are the residency requirements for establishing Board Eligibility?**

To be eligible to receive AOBP accreditation, the candidate must have satisfactorily completed a formal three (3) year pediatrics residency training program that is approved by the AOA. If the internship year was a pediatrics specialty track, two (2) additional years of AOA-approved training shall be required. Establishing Board Eligibility for a CSQ in a subspecialty within pediatrics requires a minimum of two (2) years of fellowship training subsequent to the completion of a three (3) year pediatrics residency, and may vary depending upon the specialty. A program in which a CAQ is issued requires one (1) year of fellowship training after completion of the residency. Resident's Annual Report for Pediatrics and AOA Pediatric Program Director's Annual Report must be submitted to the American College of Osteopathic Pediatricians to document each year of completed training. These two forms are available on the following websites, respectively: [http://www.acopedes.org/residents/resident\\_report.iphtml](http://www.acopedes.org/residents/resident_report.iphtml) and [http://www.acopedes.org/residents/prog\\_dir\\_ann\\_report.iphtml](http://www.acopedes.org/residents/prog_dir_ann_report.iphtml)

### **How long does Board Eligibility last?**

Once established, Board Eligibility ends on December 31<sup>st</sup> of the sixth (6<sup>th</sup>) year after completion of the residency program. If the candidate does not initiate examination within these six (6) years, eligibility is automatically lost. The Secretary of the AOBP will notify the candidate in writing upon termination of Board Eligibility.

In the event of extenuating circumstances, the AOBP may approve the extension of a candidate's Board Eligibility termination date. The maximum extension time shall be two (2) years. The Secretary of the BOS shall be notified in writing of any such extension.

### **May I sit for the General Pediatrics Certification Examination after the six (6) year period for establishing Board Eligibility has elapsed?**

If more than six (6) years but less than twelve (12) years has elapsed since completing residency training and an applicant has not applied for and received Board Eligibility, an applicant who wishes to sit for the General Pediatrics Certification Examination must petition the AOBP to re-enter the certification process. In addition to meeting application requirements, remediation may be required of individual applicants. If approved by the AOBP, re-entry must also be approved by the Standards Review Committee of the BOS. If approved by the BOS, the candidate must then take the certification examination at the next available administration. The candidate will be limited to two (2) attempts. If a failure occurs in the first (1<sup>st</sup>) attempt, the candidate must retake the examination at the next available administration. A second (2<sup>nd</sup>) failure precludes the candidate from any additional certification attempts.

A physician who has not become board certified within twelve (12) years of completing residency training will be precluded from pursuing board certification.

**When and where are the AOBP examinations offered?**

The AOBP is presently in the process of computerizing the General Pediatrics Certification and Recertification Examinations. The anticipated launch date for the electronic version is May 2010; once available, the board examinations may be taken at local Prometric® test centers throughout the United States on designated testing dates.

The final administration of the paper version of the General Pediatrics Certification and General Pediatrics Recertification Examinations is presently scheduled for Thursday, April 22, 2010 at the Colonial Williamsburg Lodge in Williamsburg, Virginia. This testing date and location is scheduled to coincide with the 2010 American College of Osteopathic Pediatricians Spring Conference. Subspecialty certification and recertification examinations may be available at this testing date and site upon request.

**How much does it cost to sit for the General Pediatrics Examinations?**

The General Pediatrics Certification Examination fee for 2010 is \$1,350. The AOBP General Pediatrics Recertification Examination fee for 2010 is \$1,150. Fees are subject to change on a yearly basis.

Those who discover that they are ineligible to take the examination after registering may receive a refund of their examination fee, less a \$200 processing charge. If a candidate registers for an examination but is subsequently unable to take the examination on the designated date, the candidate may apply the application fee to a future administration of the same test. However, the examination registration fee will be automatically forfeited if the applicant does not sit for the examination within three (3) years of the initial registration date. The candidate will also be responsible for paying any difference between the initial examination registration fee and the fee for the year in which the examination is actually taken.

**How do I register for the General Pediatrics Examinations?**

To register for the General Pediatrics Certification or Recertification Examination, please complete the appropriate registration form available online at <http://www.aobp.org/forms.shtml>. Be sure to include all requisite accompanying documentation as listed on the form.

One requirement for examination registration is the submission of five (5) potential board examination questions. Each of these questions will be reviewed by the AOBP and considered for modification and adoption in future versions of the examination. The creation and submission of test questions is an opportunity to contribute to the ongoing vitality of the examination, while ensuring that questions remain consistent with developing trends in contemporary pediatric practice.

Each candidate is eligible to receive one 1b Continuing Medical Education (CME) credit for each of the five (5) test questions submitted. Such credit will only be received if the candidate successfully passes the examination. The National Board of Osteopathic Medical Examiners (NBOME) has developed a thorough, helpful guide to assist test writers in preparing and submitting potential examination questions. To access this guide, please visit: <http://www.aobp.org/IW%20guide%202006.pdf>.

Each submitted question must be tailored to fit one category in a table of specifications developed by the AOA's Certifying Board Services. Please contact Eleanor Kraynak at (800) 621-1773, ext 8195 or [ekraynak@osteopathic.org](mailto:ekraynak@osteopathic.org) to receive the examination categories for which you must write each of your questions.

### **When must I register for the General Pediatrics Examinations?**

The deadline to register for the 2010 General Pediatrics Certification or Recertification Examinations is January 22, 2010. A one (1) month grace period for examination applications will extend through February 23, 2010; examination applications submitted during this period will be subject to a \$150 late fee. No applications postmarked after February 23, 2010 will be accepted.

### **What is the format of the General Pediatrics Examinations?**

The General Pediatrics Certification Examination is composed entirely of multiple-choice and matching type questions. The examination is divided into two (2) distinct sections—a clinical and a written component. The clinical portion of the test contains approximately 100 questions; it requires that examinees respond to illustrative pictures of clinical scenarios. The written portion is composed of three (3) distinct books, each of which contains approximately 100 questions.

The General Pediatrics Recertification Examination is also composed entirely of multiple-choice and matching type questions. However, it contains only one (1) written book of approximately 150 questions. Unlike the Certification Examination, the Recertification Examination does not include a clinical component.

### **What do the General Pediatrics Examinations require of examinees?**

The General Pediatrics Certification Examination is designed to evaluate the applicant's understanding of the scientific bases of the problems involved in pediatrics, familiarity with current advances in pediatrics, and possession of sound judgment and a high degree of skill in the diagnostic and therapeutic procedures involved in the practice of pediatrics.

The General Pediatrics Certification or Recertification Examinations may pose questions specific to any age groups represented by pediatrics, including neonates, infants, toddlers, school children, and adolescents. Some questions may not be age-specific.

The following chart displays the approximate distribution of subjects on the General Pediatrics Certification and Recertification Examinations.

<b>General Pediatrics Examination Question Categories</b>		
<i>Category</i>	<i>Percent of Exam</i>	<i>Examples</i>
I. Growth and Development	4.4%	Developmental milestones, developmental delay
II. Eye, Ear, Nose, Throat Systems	4.3%	Otitis media, strep throat
III. Respiratory System	4.3%	Pneumonia, cough, asthma
IV. Cardiovascular System	4.2%	Congenital heart disease, high blood pressure
V. Central Nervous System	4.2%	Seizures, Sturge Weber Syndrome, tuberous sclerosis
VI. Cognition, Language, Learning, Psychosocial Issues	4.2%	ADD, learning disabilities
VII. Endocrine Systems/Metabolic Disorders	4.2%	Diabetes, thyroid disease, inborn errors of metabolism
VIII. Fetal and Newborn Medicine	4.2%	Premature lung disease, transition problems
IX. Gastrointestinal System	4.2%	Obstructions, appendicitis, diarrhea

X. Integument System	4.2%	Eczema, toxic shock syndrome
XI. Musculoskeletal System	4.2%	Fractures, muscle/bone diseases, arthritis
XII. Nutrition, Fluids, Electrolytes	4.2%	Dehydration, electrolyte imbalances, obesity
XIII. Pharmacology	4.2%	Drug choices & dosing, side effects
XIV. Preventive Medicine	4.2%	Vaccinations, anticipatory guidance
XV. Allergy/Immunology	4.1%	Allergic rhinitis, allergic reactions, immune deficiencies, lupus
XVI. Renal/Reproductive/Urinary Tract	4.1%	Nephrotic syndrome, menstrual disorders, STD's, urinary tract infection
XVII. Child Abuse/Sexual Abuse	4.0%	Rape, physical trauma, neglect
XVIII. Ethics	4.0%	End-of-life issues, medical decision making
XIX. Hematology/Oncology	4.0%	Anemias, leukemia, Wilm's Tumor
XX. Critical Care/Emergency Care	3.8%	Trauma, ventilatory care, PALS
XXI. Toxicology (Poisoning, Substance Abuse, Environmental Exposure)	3.7%	Poisoning, substance abuse, environmental exposure
XXII. Osteopathic Principles and Practices	3.6%	Somatic dysfunction, OMT
XXIII. Genetics	3.5%	Down's Syndrome, Wilson's Disease, chromosome abnormalities
XXIV. Medical Practice Management Principles	3.2%	Practice management decisions, HMO's
XXV. Basic Applied Statistics	2.9%	Standard deviation, population studies

**Does the AOA offer or endorse any study materials to prepare for its board examinations?**

Candidates should prepare for the examination using means they are comfortable and familiar with. Although the AOBP neither provides nor endorses any preparatory guides or courses to aid applicants in studying to take the certification or recertification examinations, good materials are available to assist the candidate. However, there is, of course, no guarantee that any given preparation will ensure a passing grade on the examination.

**What happens if I fail the AOBP examination?**

Following an initial failure, a one (1) year period shall elapse before an unsuccessful applicant may apply for reexamination. Following a second (2<sup>nd</sup>) failure, a minimum of two (2) years shall elapse before an unsuccessful applicant may apply for reexamination. With the application for a third (3<sup>rd</sup>) examination, the applicant shall submit materials demonstrating additional study and postgraduate training that indicate a concerted effort to improve competence and professional development. Following a third (3<sup>rd</sup>) failure, the unsuccessful applicant is precluded from further attempts at board certification. Such a candidate, however, does have the right to appeal to the AOBP. If the Board appeal is denied, the candidate may file an appeal with the Appeals Committee of the BOS.

**What happens after I pass the AOBP examination?**

The AOA Bureau of Osteopathic Specialists makes the determination for diplomate status upon successful completion of examination and recommendation to the BOS from the AOBP. Each diplomate will receive a certificate signed by the chairperson and secretary/treasurer of the AOBP (presently, Fernando Gonzalez and Gordon L. Lerch, respectively). In order to be valid, the certificate must also be signed by the executive director of the AOA (presently, John B.

Crosby). The chairperson or secretary-treasurer of the AOBP will forward the certificate to the diplomate within sixty (60) days of notification of approval by the AOA executive director. The date shown on the certificate will reflect the date on which all requirements for accreditation were fulfilled by the diplomate and verified as such by the AOBP. Continuation of the designation of *diplomate* is dependent upon maintenance of credentials and other requirements as established by the AOA and the AOBP.

**What must I do if I feel that I have been treated unfairly in the examination process?**

If a candidate feels that the actions of the AOBP with regard to any part of the examination constitute unequal application of the Board 'Regulations and Requirements,' unwarranted discrimination, prejudice, unfairness or improper conduct, the candidate has the right to appeal to the AOBP. All appeals must be made in writing to the Board and must be received within thirty (30) days of receipt of notification of failure. If this deadline is not met, no further appeal is permitted. Appeals disputing the content of any written examination are not permitted and will not be accepted. If the candidate is not satisfied with the result of the appeal before the AOBP, the candidate has the right to a further appeal before the BOS and the AOA Board of Trustees.

**What requirements must be met prior to taking one of the AOBP subspecialty examinations?**

Candidates for subspecialty pediatrics accreditation must be certified in pediatrics by the AOBP. For physicians who completed their training after January 1, 1990, completion of an AOA-approved subspecialty fellowship program is required. The length of the program is determined by the subspecialty track being pursued. However, these programs require a minimum of two (2) years of fellowship training after completion of the standard three (3) year pediatrics residency. If training was completed between January 1, 1980 and December 31, 1989, two (2) years of AOA-approved subspecialty residency training and one (1) year of subspecialty practice is required. If training was completed before January 1, 1980, one (1) year of AOA-approved subspecialty residency training and two (2) years of subspecialty practice is required. In certain circumstances, physicians certified by the AOBP in pediatrics may petition the AOBP to be admitted directly to the subspecialty examination process without fully meeting the above requirements.

Documentation of having met the subspecialty training requirements must be provided by the candidate to the secretary of the AOBP in order to establish subspecialty Board Eligibility. Such documentation must include a copy of the fellowship completion certification, plus yearly residency and program director reports to the American College of Osteopathic Pediatricians. Upon favorable recommendation from its Credentials Committee, the AOBP will register the applicant as eligible to sit for either the CSQ or CAQ examination in the area requested on the application. The candidate is entitled to sit for a CSQ/CAQ examination for six (6) years after Board Eligibility is established. Continuation of eligibility designation within this six (6) year period is dependent on the registrant's maintenance of credentials and other requirements as required by the AOA and the AOBP. Application forms for subspecialty examinations are available online at <http://www.aobp.org/>. The application must be endorsed by the trainer and/or the chairman of the pediatrics department in the hospital where the applicant's subspecialty practice is conducted.

**May a physician seek specialty pediatrics board certification with the AOA after receiving general pediatrics board certification with the AMA?**

In order to become specialty board certified with the AOA, previously AMA board-certified physicians must successfully pass the AOBP's General Pediatrics Certification Examination before becoming eligible to sit for a specialty examination.

**How do I keep my AOA board certification current?**

In order to maintain active certification, physicians must complete a minimum of 120 hours of approved and documented AOA Continuing Medical Education (CME) credits during every three (3) year cycle after their board certification. At least fifty (50) hours of these CME credits must be in a physician's primary specialty or subspecialty (Category I or II).

AOA membership and annual certification registration fees must both be current to maintain active board certification. Should the payment of dues lapse or CME credits go unmaintained, the AOBP will initiate the process of deactivating the physician's board certification. This procedure will give the diplomate ample opportunity and notice to comply with any requirement deficiencies for maintaining AOA certification.

All AOBP certificates granted after 1994 and before 2009 will expire on December 31<sup>st</sup> of the seventh (7<sup>th</sup>) year after certification was conferred. All certificates granted during and after 2009 will expire on December 31<sup>st</sup> of the tenth (10<sup>th</sup>) year after the certificate was issued. Lifetime certificates issued prior to 1994 remain valid.

Every ten (10) years, board-certified physicians with a time-limited certificate must pass the relevant recertification examination in their specialty or subspecialty. Eligibility for the recertification examination is contingent upon having maintained continuous membership in the AOA and having conformed to the ethical and moral standards as set forth in the Code of Ethics of the AOA. The applicant for recertification must also have accumulated the required CME, categories I or II, to maintain continued diplomate status and must have a valid, unrestricted license to practice medicine in their state of practice. After successfully passing the recertification examination, the physician will be issued a new certificate. This certificate will expire on December 31<sup>st</sup> of the tenth (10<sup>th</sup>) year after recertification was conferred.

The member who holds a CAQ must maintain their general pediatrics certification. If the member fails to maintain general certification, the CAQ will no longer be valid. In order to reinstate the general certificate and the CAQ, the member must take and pass the General Pediatrics Certification Examination as well as the CAQ examination. General pediatrics recertification must be achieved prior to retaking the CAQ.

The member who holds a CSQ is not required to maintain general pediatrics certification. If the candidate so chooses, he/she may maintain their general pediatrics certification by taking and passing the General Pediatrics Recertification Examination. Failure does not affect the CSQ. If the member has chosen to let the general certification lapse, he/she may take the general recertification examination at any time. If the member loses a CSQ for whatever reason and the general certification is current, it will remain valid. If the member loses a CSQ for whatever reason and the general certification has lapsed, the member will be required to retake and pass the General Pediatrics Recertification Examination before being allowed to retake the CSQ examination.

The AOBP shall have the power to recommend to the BOS the revocation of the certificate of any diplomate whose certificate was obtained by fraud or misrepresentation, who exploits the certificate, violates the AOA Code of Ethics, or is otherwise disqualified.

**Any correspondence directed to members of the AOBP or requests for more information about the material contained in this packet may be directed to:**

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Certification Specialist  
Division of Certifying Board Services  
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Website: <http://www.aobp.org/>

**For more information concerning the American College of Osteopathic Pediatricians, please contact:**

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