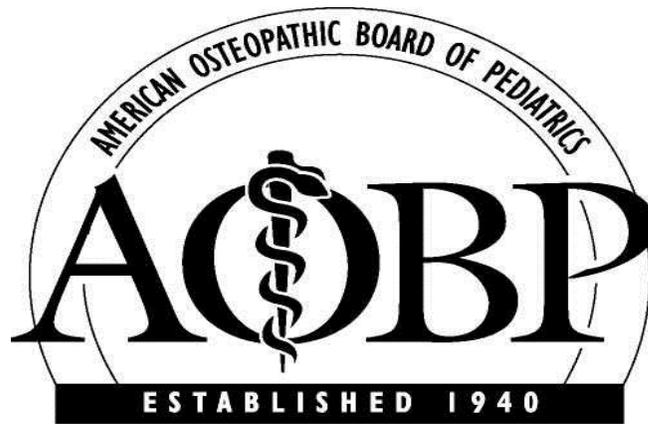


APPLICANT HANDBOOK 2013



AMERICAN OSTEOPATHIC BOARD OF PEDIATRICS

General Pediatrics

Adolescent Medicine CSQ

Neonatology CSQ

Pediatric and Internal Medicine Conjoint Allergy/Immunology CSQ

Pediatric Endocrinology CSQ

Pediatric Pulmonary Medicine CSQ

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 and Internal Medicine Conjoint 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 nine distinguished osteopathic pediatricians elected by the AOA Board of Trustees from nominees submitted by the AOBP and approved 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.

Chair Fernando Gonzalez, DO San Angelo, TX	Vice-Chair Paul G. Smith, DO Missoula, MT	Secretary/Treasurer Dawn Dillinger, DO Columbus, OH
Member Nathanael S. Brady, DO Colorado Springs CO	Member Hilda M. DeGaetano, DO Weston, FL	Member Mark Gabay, DO Miramar, FL
Member Stanley E. Grogg, DO Tulsa, OK	Member Robert G. Locke, DO Newark, DE	Member Kayse Shrum, DO Tulsa, OK

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 show proof that he/she holds an unrestricted license to practice 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 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?

All candidates who have completed their residency are automatically considered to be board eligible. Each candidate is considered to be board eligible until December 31st of the sixth (6th) year after completion of their residency. The board eligible candidate may take the certification exam at any time during the six (6) year board eligible period.

At the end of the sixth (6th) year, the candidate will no longer be considered board eligible. The non-board eligible candidate may apply to take the exam at any time during their career. For more information, please see Article III, Board Eligibility in the AOBP Policies and Procedures and Article VIII, Section 3, letter B, First Re-Entry Process and letter C, Final Pathway of the Policies and Procedures of the BOS.

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) of the 36 months or 80% of the total number of program rotations 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.acopedts.org/residents/resident_report.iphtml and http://www.acopedts.org/residents/prog_dir_ann_report.iphtml

How long does Board Eligibility last?

Once established, Board Eligibility ends on December 31st of the sixth (6th) year after completion of the residency program. If the candidate does not initiate examination within these six (6) years, eligibility is automatically lost.

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

Yes. At the end of the sixth (6th) year, the candidate will no longer be considered board eligible. The non-board eligible candidate may apply to take the exam at any time during their career. For more information, please see Article III, Board Eligibility in the AOBP Policies and Procedures and Article VIII, Section 3, letter B, First Re-Entry Process and letter C, Final Pathway of the Policies and Procedures of the BOS.

When and where are the AOBP examinations offered?

The General Pediatrics Certification and Recertification Examinations is offered in a computer-based format. This secure examination is administered at local Prometric® test centers which includes over 300 professional testing centers throughout the United States.

An up-to-date examination schedule may be found on the home page of the AOBP website: <http://www.aobp.org/>.

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

The current exam fees are as follows:

General Pediatrics Certification Examination	\$1,350.00
General Pediatrics Recertification Examination	\$1,150.00
Subspecialty Certification	\$1,550.00
Subspecialty Recertification	\$1,250.00
Application Late Fee	\$ 150.00

Retake fees will be the same as the current yearly rate of the individual fee for the appropriate examination.

Any candidate who does not qualify to take the exam, for whatever reason, will have the examination fee refunded, less a \$200.00 processing fee.

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 fee will be automatically forfeited if the applicant does not sit for the examination within three (3) years of the initial application date. The candidate will also be responsible for paying any difference between the initial examination 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/> or <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 three (3) 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 three (3) 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 Claire Barnes at (800) 621-1773, ext 8109 or cbarnes@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?

An up-to-date examination schedule with both first and final application deadlines may be found on the home page of the AOBP website: <http://www.aobp.org/>.

How do I schedule a General Pediatric Examination with the Prometric Test Center?

Candidates may schedule an examination location as soon as they are deemed eligible by AOBP.

Candidates are allowed to schedule at least 50 days before a scheduled test date in order to increase the likelihood that they will obtain the location where they wish to test.

In order to schedule an examination site, the candidate must have been approved by the AOBP and have their AOA six (6) digit identification number available.

Candidates must schedule an examination site (appointment) through the [Prometric](#) website.

For further instructions on scheduling at Prometric test centers as well as more information about the computerized exam please click [here](#).

What is the format of the General Pediatrics Examinations?

The General Pediatrics Certification Examination is composed entirely of multiple-choice and matching type questions composed of eight sections of 50 questions each. Many items have illustrative visuals of clinical scenarios.

The General Pediatrics Recertification Examination is also composed entirely of multiple-choice and matching type questions composed of three sections of 50 questions each.

How do I access the computerized tutorial (including practice exam)?

Listed on the AOBP website home page you can find a link to the computerized exam tutorial. This tutorial includes important information and resource pertinent to computerized exams. These include how to register with the test center; what to expect at the test center; details about the test taking experience; and a practice exam.

Bear in mind that this tutorial is not meant to be used as a study guide and does not reflect actual subject content of the exam. The actual exam content will follow the Table of Specifications as detailed below.

The main computerized tutorial page is accessible [here](#).

The Practice Exam is accessible [here](#).

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.

General Pediatrics Examination Question Categories		
<i>Category</i>	<i>Percent of Exam</i>	<i>Examples</i>
I. Growth and Development	12.1% (4.4%)	Developmental milestones, developmental delay
a. Genetics	3.5%	Down’s Syndrome, Wilson’s Disease, chromosome abnormalities
b. Cognition, Language, Learning, Psychosocial Issues	4.2%	ADD, Learning Disabilities
II. Eye, Ear, Nose, Throat Systems (EENT)	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. Hematology/Oncology	4.0%	Anemias, Leukemia, Wilm’s Tumor
VI. Endocrine Systems/Metabolic Disorders	4.2%	Diabetes, thyroid disease, inborn errors of metabolism
VII. Fetal and Newborn Medicine	4.2%	Premature lung disease, transition problems
VIII. Gastrointestinal System	8.4% (4.2%)	Obstructions, appendicitis, diarrhea
a. Nutrition, Fluids/Electrolytes	4.2%	Dehydration, Electrolyte Imbalances, Obesity
IX. Integument System	4.2%	Eczema, toxic shock syndrome
X. Musculoskeletal System	7.8%	Fractures, muscle/bone diseases, arthritis

	(4.2%)	
a. Osteopathic Principles & Practice	3.6%	Somatic Dysfunction, OMT
XI. Critical Care/Emergency Care	7.5% (3.8%)	Trauma, ventilatory care, PALS
a. Toxicology	3.7%	Poisoning, Substance Abuse, Environmental Exposure
i. Poisoning		
ii. Substance Abuse		
iii. Environmental Exposure		
XII. Pharmacology	4.2%	Drug choices & dosing, side effects
XIII. Preventive Medicine	4.2%	Vaccinations, anticipatory guidance
XIV. Allergy/Immunology	4.1%	Allergic rhinitis, allergic reactions, immune deficiencies, lupus
XV. Renal/Reproductive/Urinary Tract	4.1%	Nephrotic syndrome, menstrual disorders, STD's, urinary tract infection
XVI. General Issues	14.0%	
a. Child Abuse/Sexual Abuse	4.0%	Rape, physical trauma, neglect
b. Ethics	4.0%	End-of-life issues, medical decision making
c. Medical Practice Management Principles	3.2%	Practice management decisions, HMO's
d. Basic Applied Statistics	2.8%	Standard deviation, population studies
XVII. Central Nervous System	4.2%	Seizures, Sturge Weber Syndrome, tuberous sclerosis

IN ADDITION, THE EXAMINATION ADDRESSES PROBLEMS ACROSS ALL THE AGE GROUPS IN PEDIATRICS, WHICH INCLUDE:

- Neonates
- Infants
- Toddlers
- School children
- Adolescents
- Unspecified/non-specific to age

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

The AOBP does not endorse any board review course for use in preparing to take the certification examination in Pediatrics. Many organizations provide intensive board review courses which can be taken in preparation for the boards. The AOBP table of specifications is listed above and can be used to determine if the content of a board review is sufficient to cover the listed topics.

What happens if I fail the AOBP examination?

The AOBP will follow the board eligibility process and procedure as outlined in Article VIII of the Policies and Procedures 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, DO and Dawn Dillinger, DO, 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 ABMS? (Resolution 56)

A candidate trained in Pediatrics in an ACGME approved program and considered training complete by the AOA and requesting certification in General Pediatrics will be required to take the General Pediatric certification exam.

A candidate trained in an ACGME pediatric subspecialty program will be required to take the corresponding AOBP sub-specialty recertification exam but must show that he/she is in good standing in regards to their general pediatric certification whether it is via the ABMS or the BOS. A CSQ holder must present a copy of their general pediatric certificate. All CAQ holders must maintain an active general pediatric certificate from the BOS or the ABMS.

Any candidate who has received training at more than one program whether ACGME or AOA must have those years reviewed and approved by the specialty college graduate medical education committee.

This change to resolution 56 does not preclude the candidate seeking licensure in Florida, Michigan, Oklahoma or Pennsylvania from needing approval of their first year of training through the resolution 42 process.

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 31st of the seventh (7th) year after certification was conferred. All certificates granted during and after 2009 will expire on December 31st of the tenth (10th) year after the certificate was issued. Non-dated 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 31st of the tenth (10th) 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:

Claire Barnes
Certification Program Manager
Division of Certifying Board Services
American Osteopathic Association
142 East Ontario Street, 4th Floor
Chicago, IL 60611

Phone: (800) 621-1773, ext 8109

Fax: (312) 202-8409

E-mail: cbarnes@osteopathic.org

Website: <http://www.aobp.org/>

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

Bob Specht
American College of Osteopathic Pediatricians
2209 Dickens Road
Richmond, VA 23230

Phone: (804) 565-6304

E-mail: bob@acoped.org

Website: <http://www.acoped.org/>