

POLICY FOR ADMISSIBILITY TO ABPS EXAMINATIONS

ABPS certification must be achieved within eight years after successful completion of plastic surgery residency training.

INTRODUCTION:

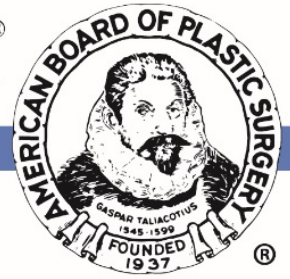
The American Board of Medical Specialties (ABMS) approved an eligibility policy effective January 1, 2012, which sets limits for attaining board certification after residency completion. Member boards must limit the period of time that may lapse between the completion of an ACGME or RCPSC accredited residency program and attainment of board certification to no more than seven years plus any time in practice required for admission to the certifying examination. January 1, 2019 is the outer limit set by ABMS for candidates who completed plastic surgery in 2010 or earlier to obtain certification. The ABPS, in accordance with the ABMS Eligibility Policy, will initiate the following policy for surgeons seeking certification in plastic surgery:

ABPS candidates must complete the certification process within eight years of the conclusion of residency. This allows for the practice requirement of one year which is necessary to collect and submit cases for the Oral Examination. Time spent in fellowship training will count against the eight-year limit.

Candidates who completed training in 2010 or earlier, were required to become certified by successfully completing the Oral Examination by November 2018 to meet the January 1, 2019 ABMS Policy deadline. This policy is applicable to all candidates for certification by The American Board of Plastic Surgery, Inc.

Reapplication requirements are required at the end of the first five years of admissibility, if the Written and Oral Examinations are not successfully completed. Candidates are advised to utilize every opportunity (i.e. examination administration years) to complete the certification examinations. That focus will help candidates avoid reaching the maximum admissibility limits and being subject to the additional reapplication requirements after five years of admissibility has expired. More rigorous requirements for the Extended Admissibility Application must be met after eight years is exhausted in the examination process.

Refer to the ABPS Advertising Policy outlining the use of the term “board eligible” during the admissibility period.



Subspecialty Certification Admissibility Policy

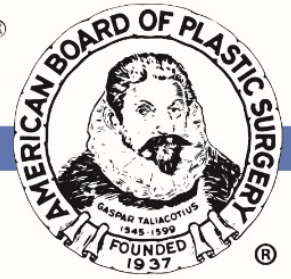
Effective January 1, 2018, the ABMS requires certification in subspecialty within seven years following completion of subspecialty training. ABPS requested and received an exemption of nine years due to practice and case log requirements. Candidates who completed subspecialty training prior to January 1, 2018 who have not yet achieved subspecialty certification must do so by January 1, 2025.

Notice to Candidates on Re-Entry to Surgical Practice

Candidates who desire entry into the certification process

Candidates who are eligible or who are applying to the certification examination process must inform the Board if they are not actively practicing plastic surgery or if there is a gap in active practice for any period of time. For those who are clinically inactive for two or more years, the Re-Entry Program Elements will apply.

Please refer to the Re-Entry to Surgical Practice policy which can be found on the Board's website www.abplasticsurgery.org, under the About Us tab – Policies.



Standard Reapplication

Required five years after plastic surgery residency training if certification is not achieved

Candidates must successfully complete both the Written and Oral Examinations required to achieve certification within eight years after completion of plastic surgery residency. The initial Application, if approved, will grant admissibility up to five years after graduation from plastic surgery residency. If the candidate has not successfully completed the Written and Oral Examinations five years after completion of plastic surgery residency training, an approved Reapplication is required for continued admissibility to the examination process up to the eight-year limit allowed to achieve certification.

The following Reapplication requirements must be submitted after the initial admissibility period has expired:

The ABPS Reapplication Form and Instructions can be found on the Board's website www.abplasticsurgery.org, under the Candidates tab – Reapplication Information.

1. ABPS Reapplication Form

- Including submission of all of the documents below and fee.
- If material is incomplete after three months of submission, it is considered invalid, and the candidate is required to resubmit all materials.

2. ABPS Reapplication Fee

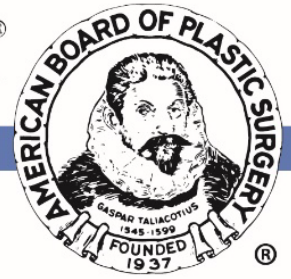
- As listed on the current fee schedule.

3. State Medical License

- Copy of all valid, full and unrestricted state medical licenses including expiration dates. Restricted state medical licenses will defer the candidate from the certification process until the restrictions are removed.

4. Hospital Privileges in Plastic Surgery

- Appointment/reappointment letters verifying all hospital privileges in plastic surgery at each hospital are required. **Active inpatient admitting privileges in plastic surgery are required.** Verification of privilege letters from outpatient surgical facilities are not required or accepted in lieu of plastic surgery hospital privilege letters.



5. Accreditation of Outpatient Surgical Facilities

- Accreditation certificates or documents from each facility are required. If the outpatient facility is in the process of accreditation, a document detailing the status is required. If the candidate does not operate in an outpatient surgical facility, a letter confirming such is required.

6. ABPS Peer Review Form

- One Peer Review Form must be completed by the Chief of Staff or Chief of Surgery at each hospital where the candidate holds plastic surgery privileges and two Peer Review Forms must be completed by peers in any of the following four categories: Chief of Plastic Surgery, Chief of Anesthesiology, O.R. Nursing Supervisor, ABPS board certified plastic surgeon.

7. CME Completion Report

- Documented proof of 125 hours of CMEs in Category I in plastic surgery during the previous five years and at least 25 hours in patient safety, which averages 25 CMEs per year

8. Certification or admissibility to another ABMS Member Board (if applicable)

- Copy of certificate or letter indicating examination status.

9. ABPS Malpractice Claims Form

- Summary of malpractice claims during the last five years.

10. Advertising and Marketing

- Refer to the Booklet of Information on the Board's website for current Advertising and Marketing requirements <https://www.abplasticsurgery.org/about-us/policies/>.

11. Curriculum Vitae

- Copy of current Curriculum Vitae.

12. Recommendation Letters

- Two recommendation letters from ABPS certified plastic surgeons who are familiar with your work. These letters are in addition to the required peer evaluations. These letters must be submitted by individuals other than those who completed the peer evaluations.



Standard Reapplication requirements

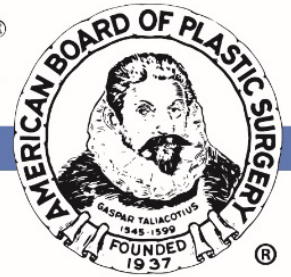
Candidates must complete the Standard Reapplication and obtain approval.

An approved Reapplication provides additional years of admissibility to the examination process up to the expiration of the eighth year after completion of plastic surgery residency training.

The approved Reapplication candidate must complete the Written Examination Registration Form by the deadline date or complete and submit the online case collection for the Oral Examination by the deadline date, followed by the Registration Form if the case list is approved.

An additional Extended Admissibility Application for admissibility is required if the candidate has not successfully completed both the Written and Oral Examinations eight years after completion of plastic surgery residency training.

Contact the Board Office at written@abplasticsurgery.org for current deadline date and fee.



Extended Admissibility Application

Required if certification is not achieved within eight years after successful completion of plastic surgery residency training

If a candidate does not achieve ABPS certification within eight years of graduation and they wish to regain admissibility, they must submit the Extended Admissibility Application with the following requirements. This application process must be completed within two years of the expiration of their previous eight-year admissibility period.

Forms can be found on the Board's website www.abplasticsurgery.org, under the Candidates tab – Reapplication Information. The candidate is responsible for coordinating the In-Service Examination through ASPS member services. They will also assist with scheduling the examination at an ACGME-accredited plastic surgery residency training program. The candidate is responsible for contacting the Board Office to request access to the Self-Assessment Modules.

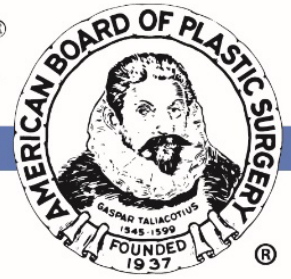
1. American Society of Plastic Surgeons (ASPS) In-Service Examination

- Results from the ASPS In-Service Examination taken in a **proctored setting at an ACGME-accredited plastic surgery residency training program**. Must achieve a total test score in the **33rd percentile** or higher as compared to all resident level scores. Upon receipt, forward the results to the Board Office.

2. ABPS Continuous Certification Self-Assessment Modules

- Candidates are required to complete all four ABPS Continuous Certification Self-Assessment Modules in the same year that the ASPS In-Service Examination is taken. The candidate must achieve a passing score in all four assessments. All four assessments must be completed within the Board-defined administration window, typically four weeks. The Board will limit access for candidates to the previous year's self-assessments rather than the current year. This will ensure the Board has the pass point set for the administration.
- If a candidate is unsuccessful on any of the four Self-Assessments, the candidate is required to wait for one year and then complete four new Self-Assessments in the subsequent year, not just the unsuccessful Subspecialty Self-Assessment module(s). The candidate will be held to the same three-year window of admissibility even with the one year wait period.

Requirements #1 and #2 above must be completed and documentation submitted to the Board Office for approval prior to the completion and submission of the below remaining requirements.



1. ABPS Extended Admissibility Application Form

- Including submission of all the documents below and fee.
- If material is incomplete after three months of submission, it is considered invalid, and the candidate is required to resubmit all materials.

2. ABPS Extended Admissibility Application Fee

- As listed on the current fee schedule.

3. State Medical License

- Copy of all valid, full and unrestricted state medical licenses including expiration dates. Restricted state medical licenses will defer the candidate from the certification process until the restrictions are removed.

4. Hospital Privileges in Plastic Surgery

- Appointment/reappointment letters verifying all hospital privileges in plastic surgery at each hospital are required. **Active inpatient admitting privileges in plastic surgery are required.** Verification of privilege letters from outpatient surgical facilities are not required or accepted in lieu of plastic surgery hospital privilege letters.

5. Accreditation of Outpatient Surgical Facilities

- Accreditation certificates or documents from each facility are required. If the outpatient facility is in the process of accreditation, a document detailing the status is required. If the candidate does not operate in an outpatient surgical facility, a letter confirming such is required.

6. ABPS Peer Review Form

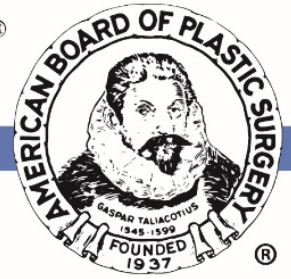
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- Summary of malpractice claims during the last five years.

10. Advertising and Marketing

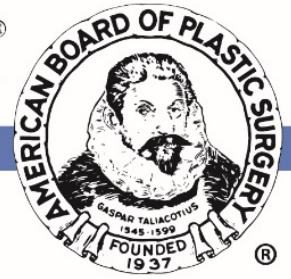
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11. Curriculum Vitae

- Copy of current Curriculum Vitae.

12. Recommendation Letters

- Two recommendation letters from ABPS certified plastic surgeons who are familiar with your work but are not current or previous practice partners. These letters are in addition to the required peer evaluations. These letters must be submitted by individuals other than those who completed the peer evaluations.



Extended Admissibility Application requirements

Candidates must complete the Extended Admissibility Application and obtain approval within **two years** of the expiration of admissibility to the ABPS examination process.

Candidates who do not complete the Extended Admissibility Application process and obtain approval within two years must submit a written request for special consideration by the ABPS and submit the following documents to the Board Office for review and approval **prior** to submitting the Extended Admissibility Application:

1. Letter explaining the reasons you have not applied for Extended Admissibility Application during the last two years.
2. Curriculum Vitae.
3. Written narrative explaining your professional surgical activities to complement your Curriculum Vitae.
4. Copies of all valid and unrestricted state medical licenses, including expiration dates.
5. Letters from all hospitals verifying you hold active inpatient hospital admitting privileges in plastic surgery; and
6. Letter responding to the following questions regarding limitations to state medical license and hospital privileges, etc.

▪ **Felony Offense**

Have you ever been convicted of (or under investigation for) a felony offense?

▪ **License Sanctions**

Have you ever received (or currently have pending) a denial for a state medical license Application, or any reprimands, sanctions, citations, or restrictions to your License to Practice Medicine from ANY state Medical Board?

▪ **License Expiration**

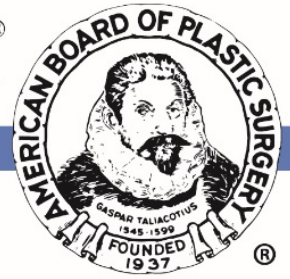
Have you allowed a license, registration, or certification to expire for a reason other than moving?

▪ **Privileges**

Have your privileges at any hospital been denied, suspended, reduced, limited, revoked, or voluntarily relinquished (or under investigation) for a reason other than moving?

▪ **DEA**

Has your DEA number to prescribe controlled substances been reversed, suspended, revoked, expired, or restricted in any way or voluntarily or involuntarily relinquished?



- **Settlements**

Have you agreed to an out of court settlement, had any plaintiff judgments against you, or been named as a principal surgeon in a malpractice action in the last five years?

- **Medical Liability**

Has your medical liability (malpractice) insurance coverage ever been cancelled, denied, not renewed or issued with limits on the scope of surgery?

- **Accreditation/Re-accreditation of Outpatient Facilities**

Have you ever received (or currently have pending) a denial, delay, or citation of accreditation or re-accreditation of an outpatient facility where you operate, or previously operated or any documented deficiencies resulting from a site survey/visit or practice/facility restrictions, by **ANY** Accrediting agency?

An approved Extended Admissibility Application provides an additional four years of admissibility to the examination process. **The candidate must successfully complete both the Written and Oral Examinations within the additional four years of admissibility. Note: If the candidate has previously passed the Written Examination, it must be retaken during the Extended Admissibility period. There are no exceptions.**

The approved Extended Admissibility candidate must complete the Written Examination Registration Form by the deadline date.

Contact the Board Office at written@abplasticsurgery.org for current deadline date and fee.