
2012 HANDBOOK FOR CANDIDATES FOR CERTIFICATION OF ADDED QUALIFICATION (CAQ) IN HAND SURGERY



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INTRODUCTION

*American
Osteopathic Board of
Orthopedic Surgery*

The American Osteopathic Board of Orthopedic Surgery (AOBOS) recognizes the need for Certificates of Added Qualifications (CAQ) for various orthopedic subspecialties. Several subspecialties have expressed interest in this process, but at this time the only CAQ available is in Hand Surgery. The AOBOS offers the same service to any other subspecialty that expresses sufficient interest and need for such an exam.

The examination is a one hundred question multiple-choice examination with questions taken from all areas of hand surgery. The source material for the examination questions is not limited to any particular text or journal.

The Hand Surgery CAQ examination will be given every year at the American Osteopathic Academy of Orthopedics' fall meeting on an as needed basis.

REQUIREMENTS FOR CAQ IN HAND SURGERY

*American
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Board of
Orthopedic
Surgery*

To be eligible for the CAQ in Hand Surgery from the American Osteopathic Board of Orthopedic Surgery, the applicant must meet the following minimum requirements:

- A. The applicant must be a graduate of an AOA accredited college of Osteopathic Medicine.
- B. The applicant must hold an unrestricted license to practice in the state or territory where his/her practice is conducted.
- C. The applicant must be able to show evidence of conformity to the standards set in the Code of Ethics of the American Osteopathic Association.
- D. The applicant must have been a member in good standing of the American Osteopathic Association for a period of at least two years immediately prior to application for the CAQ.
- E. The applicant must have been previously certified in orthopedic surgery either by the American Osteopathic Board of Surgery (prior to July 1, 1979) or the American Osteopathic Board of Orthopedic Surgery (after July 1, 1979); or, have been previously certified in general surgery or plastic surgery by the American Osteopathic Board of Surgery.
- F. The applicant must currently practice greater than 50% total caseload in operative hand surgery.
- G. The applicant must produce a log of surgical cases with a minimum of 125 major cases in a consecutive 12 month period in the last 3 years. (See page 7 for log format guidelines.)
- H. The applicant must have completed a Post Residency Hand Fellowship.
 - 1. Prior to 1/1/90, 6 months
 - 2. After 1/1/90, one year
- I. The applicant must have a letter from the AOA granting approval of Hand Fellowship program/training and stating that the program is complete. (See page 8 for AOA training approval application information.)
- J. The applicant must complete an application form and pay a fee of \$2,750.00.

INSTRUCTIONS FOR CAQ IN HAND SURGERY

*American
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Board of
Orthopedic
Surgery*

The CAQ examination of the American Osteopathic Board of Orthopedic Surgery is developed by the CAQ Test Committee of the American Osteopathic Board of Orthopedic Surgery. The questions are developed from texts and the general literature of hand surgery.

The CAQ examination will be given every year at the American Osteopathic Academy of Orthopedics fall meeting. The time and date of the examination will be announced prior to the examination. Please report to the examination room fifteen (15) minutes prior to the examination for registration.

The examination will consist of one hundred (100) A type (one best answer) multiple choice questions. The examination is given as one part, and two hours is the maximum time allowed for the examination. No breaks will be given during the examination.

Your score and a statement of pass or fail will be mailed to you within 3-4 weeks of the examination.

GUIDELINES FOR HAND SURGERY LOG PREPARATION

*American Osteopathic
Board of
Orthopedic Surgery*

All candidates applying for initial certification of added qualification in hand surgery are required to submit a surgical log with a minimum of 125 major hand surgery cases in a consecutive twelve (12) month period within three (3) years of the Hand CAQ examination application date.

At a minimum the information collected for each case must contain:

Hand Surgeries				Candidate's Name				
list #	date	hospital	case #	P.I.	Age	Diagnosis	Operative Procedure	Complications & Outcome
1								
2								
3								
Etc.								

This information matches the data collected in Section F. Major Hand Surgeries of the Part III clinical examination surgical log template. Candidates can elect to use the Excel template format already created for the clinical examination surgical log, which is available on the www.aobos.org web site.

The AOBOS uses the criteria established in the RBRVS, *Resource Based Relative Value Scale* (the physician payment schedule for Medicare) for what constitutes major vs. minor cases. Use the RBRVS (*Resource Based Relative Value Scale*) to look up the code in question. If it has a 90 day follow-up, the case is considered major. If it has a 0-10 day follow-up, the case is considered minor.

AOA APPROVAL OF ACGME HAND TRAINING

*American Osteopathic
Board of
Orthopedic Surgery*

All candidates applying for initial certification of added qualification in hand surgery are required to provide the AOBOS with a letter from the American Osteopathic Association granting AOA approval of their Hand Fellowship program/training. The letter must state that the hand training program is complete.

As an initial step in the training approval process, each candidate must complete an application with the Allopathic Residency Coordinator of the American Osteopathic Association. A link to the application is listed below.

ACGME/Federal Military Residency Approval Applications click here https://www.do-online.org/index.cfm?PageID=sir_appforms

To expedite the AGCME program approval process, a copy of your AOA application should also be sent to the American Osteopathic Academy of Orthopedics:

AOAO
2209 Dickens Road
Richmond, VA 23230-2005

Certificates of Added Qualification in Hand Surgery cannot be processed without prior AOA training approval.

RETESTING AFTER HAND CAQ EXAMINATION FAILURE

*American Osteopathic
Board of
Orthopedic Surgery*

Any candidate failing the Hand CAQ examination must wait one test cycle before applying to retake the examination.

For example, if a candidate fails the Hand CAQ examination in the 2011 examination administration, that candidate would first be eligible to retake the examination in the 2013 examination administration.

SAMPLE QUESTIONS FOR CAQ IN HAND SURGERY EXAMINATION

*American
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Orthopedic Surgery*

1. A 24-year old woman has a white, fluid-filled vesicle with surrounding erythema on the palmar side of the dominant index finger. Four days ago, several small vesicles were present in the same location. Which of the following is the most appropriate next step in management?
 - (A) Observation
 - (B) Administration of antibiotics
 - (C) Splinting
 - (D) Incision and drainage
 - (E) Excision and grafting

2. A 12-year old girl has a 30-degree flexion deformity of the proximal interphalangeal (PIP) joint of the right little finger. There is no history of trauma, infection, or associated pain or swelling. On examination, the right little finger is slightly smaller than the left little finger, and the metacarpophalangeal (MP) joint hyper extends with the PIP joint extension. Radiographs of the right hand show hypoplasia of the proximal phalanx condyles of the little finger, a volar indentation deformity along the phalangeal neck, and flattening of the base of the adjacent middle phalanx. The PIP joint space is well preserved, and the joint is reduced.

Which of the following is the most likely diagnosis?

- (A) Campylodactyly
- (B) Clinodactyly
- (C) Congenital extensor tendon absence
- (D) Kirner's deformity
- (E) Marfan's syndrome

APPLICATION FOR CAQ IN HAND SURGERY EXAMINATION

*American
Osteopathic Board of
Orthopedic Surgery*

The CAQ in Hand Surgery examination is given in the fall of the year at the time of the fall meeting of the American Osteopathic Academy of Orthopedics. The exact time and date of the examination will be on our website www.aobos.org in the Calendar of Events.

Submit:

1. This signed application.
2. Examination fee of \$2,750.00.
3. Application and fee must reach the office of the Executive Director of the American Osteopathic Board of Orthopedic Surgery prior to August 15th of the year the examination is given.
4. Surgical log.
5. Copy of Fellowship certificate.
6. A copy of your unrestricted state license.
7. Copy of a letter from the AOA granting approval of Hand Fellowship program/training and stating that the program is complete.
8. A letter from the AOA confirming you are in good standing. NOTE: It is your responsibility to obtain this letter and send in with application. This information can be requested from the AOA via:
Email: msc@do-online.org Fax: (312) 202-8206 Phone: (800) 621-1773, press 1

State License: I hold an unrestricted license to practice in the state or territory where my practice is conducted.
 Yes No

I hereby affirm that I have been previously certified in orthopedic surgery by the American Osteopathic Board of Orthopedic Surgery, that I am a member in good standing of the American Osteopathic Association, and further that I will personally appear for the examination and supply suitable identification if requested.

SIGNATURE: _____

DEADLINE FOR APPLICATION IS AUGUST 15TH

NAME _____	AOA No. _____
ADDRESS _____ _____	DATE _____
TELEPHONE _____	EMAIL _____
POST RESIDENCY FELLOWSHIP _____	
PROGRAM DIRECTOR/S _____	

Send to: **AOBOS**
800 Military Street, Suite 307 Phone: (877) 982-6267
Port Huron, MI 48060 Fax: (810) 984-2530

READ AND SIGN THE FOLLOWING PAGE

I hereby make application to the American Osteopathic Board of Orthopedic Surgery (AOBOS) for examination leading to a CAQ in Hand Surgery certification. This action is made in accordance with and subject to the Constitution, Bylaws, Regulations, and Requirements of the AOBOS and the American Osteopathic Association (AOA). I understand that the CAQ in Hand Surgery examination is a proprietary document of the AOBOS and AOA and that I do not and will not have the right to review the examination or any examination questions at any time prior to or following the administration of the examination. I also understand that my examination score, subscale scores, and performance information shall be the property of the AOA and the AOBOS and understand they may provide such information on a confidential basis to the American Osteopathic Academy of Orthopedics (AOAO) for purposes of improving postdoctoral education programs.

I agree to disqualification from examination or from issuance of a CAQ in Hand Surgery or to the surrender of such CAQ in Hand Surgery as directed by the AOBOS and/or the AOA in the event that any of the statements made by me in this application are false, or in the event any of the bylaws, rules, regulations, and requirements governing such examinations are violated by me, or in the event that I do not comply with any of the provisions of the Constitution, Bylaws, Regulations, or Requirements of the AOBOS or the AOA.

I agree that my professional qualifications, including my moral and ethical standing in the osteopathic medical profession and my competence in clinical skills, will be evaluated by the AOBOS and that the AOBOS may make inquiry of the persons named in my application and of other persons, such as authorities or licensing bodies, hospitals, program directors, and other institutions, as the Board may deem appropriate with respect to such matters.

I agree that the sources of all information furnished to the AOBOS in connection with its inquiry shall be confidential and not subject to disclosure, through legal process or otherwise, to me or any persons acting on my behalf. I agree that the AOBOS and the AOA shall be the sole judges of my credentials and qualifications for admission to the examination for CAQ in Hand Surgery.

I hereby release, discharge, exonerate, and agree to hold harmless the AOA, the AOBOS, their members, examiners, trustees, officers, representatives, and agents and free from any action, suit, obligation, damage, expense, claim, demand, or complaint by reason of any action they or any one of them may take in connection with this application, such CAQ in Hand Surgery examinations, the grade or grades given with respect to any CAQ in Hand Surgery examination, and/or failure of the AOBOS to recommend issuance to me of the CAQ in Hand Surgery, or the revocation of the CAQ in Hand Surgery issued pursuant to this application. It is understood that the decision as to whether my performance on any CAQ in Hand Surgery examination qualifies me for CAQ in Hand Surgery rests solely and exclusively with the AOBOS and the AOA, and that their decision is final. I also agree that the extent of any liability arising out of errors or omissions or other misconduct of the AOBOS or the AOA shall be limited to the amount of fees paid to the AOBOS and AOA in connection with the CAQ in Hand Surgery certification process.

In the event that any dispute shall arise concerning the certification examination's content and/or administration, or any other issue relating to the certification process, I understand that the AOA has an administrative appeal process available and I agree to first pursue all available administrative appeals and internal reviews before pursuing any other forms of relief.

I further agree that Illinois law, without regard to its provisions concerning conflict of laws, shall apply to the resolution of any dispute that I may have with the AOBOS or AOA.

I have this date carefully read and agreed to full compliance with the forgoing.

I have hereunto set my hands this _____ day of _____, 20____.

Signature

D.O. _____
Print Name

APPLICATION FOR CAQ RECERTIFICATION IN HAND SURGERY EXAMINATION

*American
Osteopathic Board of
Orthopedic Surgery*

The CAQ in Hand Surgery recertification examination is given in the fall of the year at the time of the annual meeting of the American Osteopathic Academy of Orthopedics at the Annual Clinical Assembly. The exact time and date of the examination will be on our website www.aobos.org in the Calendar of Events.

Submit:

1. This signed application.
2. Examination fee of \$2,750.00.
3. Application and fee must reach the office of the Executive Director of the American Osteopathic Board of Orthopedic Surgery prior to August 15th of the year the examination is given.
4. A copy of your unrestricted state license.
5. A letter from the AOA confirming you are in good standing. NOTE: It is your responsibility to obtain this letter and send in with application. This information can be requested from the AOA via:
 - a. Email: msc@do-online.org
 - b. Fax: (312) 202-8206
 - c. Phone: (800) 621-1773, press 1

State License: I hold an unrestricted license to practice in the state or territory where my practice is conducted.

Yes No

I hereby affirm that I have been previously certified in orthopedic surgery by the American Osteopathic Board of Orthopedic Surgery, that I am a member in good standing of the American Osteopathic Association, and further that I will personally appear for the examination and supply suitable identification if requested.

SIGNATURE: _____

DEADLINE FOR APPLICATION IS AUGUST 15TH

NAME _____	AOA No. _____
ADDRESS _____ _____	DATE _____
TELEPHONE _____	EMAIL _____

Send to: **AOBOS**
800 Military Street, Suite 307
Port Huron, MI 48060

Phone: (877) 982-6267
Fax: (810) 984-2530

READ AND SIGN THE FOLLOWING PAGE

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I agree to disqualification from examination or from issuance of a CAQ in Hand Surgery or to the surrender of such CAQ in Hand Surgery as directed by the AOBOS and/or the AOA in the event that any of the statements made by me in this application are false, or in the event any of the bylaws, rules, regulations, and requirements governing such examinations are violated by me, or in the event that I do not comply with any of the provisions of the Constitution, Bylaws, Regulations, or Requirements of the AOBOS or the AOA.

I agree that my professional qualifications, including my moral and ethical standing in the osteopathic medical profession and my competence in clinical skills, will be evaluated by the AOBOS and that the AOBOS may make inquiry of the persons named in my application and of other persons, such as authorities or licensing bodies, hospitals, program directors, and other institutions, as the Board may deem appropriate with respect to such matters.

I agree that the sources of all information furnished to the AOBOS in connection with its inquiry shall be confidential and not subject to disclosure, through legal process or otherwise, to me or any persons acting on my behalf. I agree that the AOBOS and the AOA shall be the sole judges of my credentials and qualifications for admission to the examination for CAQ in Hand Surgery.

I hereby release, discharge, exonerate, and agree to hold harmless the AOA, the AOBOS, their members, examiners, trustees, officers, representatives, and agents and free from any action, suit, obligation, damage, expense, claim, demand, or complaint by reason of any action they or any one of them may take in connection with this application, such CAQ in Hand Surgery examinations, the grade or grades given with respect to any CAQ in Hand Surgery examination, and/or failure of the AOBOS to recommend issuance to me of the CAQ in Hand Surgery, or the revocation of the CAQ in Hand Surgery issued pursuant to this application. It is understood that the decision as to whether my performance on any CAQ in Hand Surgery examination qualifies me for CAQ in Hand Surgery rests solely and exclusively with the AOBOS and the AOA, and that their decision is final. I also agree that the extent of any liability arising out of errors or omissions or other misconduct of the AOBOS or the AOA shall be limited to the amount of fees paid to the AOBOS and AOA in connection with the CAQ in Hand Surgery recertification process.

In the event that any dispute shall arise concerning the recertification examination's content and/or administration, or any other issue relating to the recertification process, I understand that the AOA has an administrative appeal process available and I agree to first pursue all available administrative appeals and internal reviews before pursuing any other forms of relief.

I further agree that Illinois law, without regard to its provisions concerning conflict of laws, shall apply to the resolution of any dispute that I may have with the AOBOS or AOA.

I have this date carefully read and agreed to full compliance with the forgoing.

I have hereunto set my hands this _____ day of _____, 20____.

Signature

D.O. _____
Print Name