

# HANDBOOK FOR CANDIDATES FOR BOARD RECERTIFICATION



American Osteopathic Board of Orthopedic Surgery  
800 Military Street  
Suite 307  
Port Huron, MI 48060

Toll-free (877) 982-6267 Fax (810) 984-2530  
Website: [www.aobos.org](http://www.aobos.org)  
Email: [aobos@aobos.org](mailto:aobos@aobos.org)

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# INTRODUCTION

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*American  
Osteopathic Board of  
Orthopedic Surgery*

The American Osteopathic Board of Orthopedic Surgery recognizes the need for recertification for orthopedic surgeons. Various state agencies, licensing boards, and managed care plans have mandated orthopedic surgeons demonstrate they are practicing contemporary medicine within their field of specialty. Therefore, the American Osteopathic Board of Orthopedic Surgery developed a recertification process and gave the first Recertification Examination in 1994.

## **Exam Source**

The examination is a one hundred question multiple-choice examination with questions taken from the area of general orthopedic surgery. The source material for the examination is the same as the Part I - Written Exam. However, the recertification exam focuses more on clinical orthopedics, with very few basic science or tumor questions. An excellent way to prepare for the exam is to read the Current Concepts section and Instruction Course Lectures from the *Journal of Bone and Joint Surgery* and *Orthopedic Knowledge Updates*.

## **Review Courses**

The AOBOS does not sponsor nor require a formal review course. You are welcome to attend any Orthopedic Surgery review course you feel may be helpful to prepare for the recertification exam.

## **Life-Time Certificates**

Those surgeons who were certified **before 1994** have a life-time certificate and are not required by the AOBOS to recertify. However, they may take the recertification exam at any time. A common reason to do this is for credentialing purposes unique to a particular geographic area which mandate periodic recertification regardless of a life-time certificate. Others with life-time certificates choose to recertify for educational purposes and the personal satisfaction of keeping up with their orthopedic knowledge.

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## **INTRODUCTION**

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(continued)

### **Time-Limited Certificates**

Those surgeons who were certified in **1994 or after** were issued a TEN-YEAR certificate and will be required to take the recertification examination prior to the expiration of their certificate. **RECERTIFICATION WILL BE REQUIRED EVERY TEN (10) YEARS. Certification expires on December 31<sup>st</sup> of the tenth year after certification was awarded.**

### **Failing the Recertification Exam**

Certification cannot be taken away as a result of failing this exam. Certification is lost due to expiration (not applicable with life-time certificates) but NOT as a result of failing the exam. If you fail the exam, your certification remains intact and uninterrupted until the expiration date on your certificate.

### **Two-Year Window**

You have a two year window in which to take the recertification exam. For example, if your certification expires 12/31/2013 you can take the exam in 2012 or 2013, and upon passing you will then be certified until December 31<sup>st</sup> of 2023.

### **Exam Date**

The recertification examination is given on a Saturday to minimize your time out of your practice. The 2012 recertification examination is scheduled for Saturday, June 2, 2012.

### **Exam Format**

Beginning in 2007, the AOBOS began using a computer based delivery for the administration of the recertification examination. This allows candidates improved flexibility with test locations geographically closer to home and reduced travel time and expense. By administering the exam via a computer based delivery, the AOBOS can further improve the testing process and improve the quality of the overall exam.

### **Alternate Clinical Pathway for Recertification**

An alternate pathway for certification was established in 2003. It is a practice based exam, which essentially involves performing a standard Part III Clinical Exam. This may be particularly attractive to those surgeons who have sub-specialized and may have difficulty with a general orthopedic surgery examination. Due to the expense of arranging and contracting examiners, the charge for this service is \$6,500. Please contact the AOBOS central office for further information.

**Active Overseas Military Duty**

In the event you are called to Active Overseas Military Duty and are unable to sit for this recertification exam, you can request a one (1) year extension of your certification from the AOA.

In February, 2004 the AOA passed the following resolution:

*WHEREAS, DOs who have been called for active duty overseas may not be able to complete their certification or recertification requirements by the prescribed time; now, therefore, be it*

*RESOLVED, that in times of military conflict or war, military personnel outside the United States and unable to return for a certification or recertification examination will be given an extension of one year from the date of discharge to sit for the certification or recertification examination; and, be it further*

*RESOLVED, that prior to the expiration of the extension, board-eligible candidates shall remain board-eligible and certified osteopathic physicians shall remain certified.*

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# REQUIREMENTS FOR RECERTIFICATION

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*American  
Osteopathic Board of  
Orthopedic Surgery*

To be eligible for recertification in Orthopedic Surgery by 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 be a member in good standing of the American Osteopathic Association.
- 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).
- F. The applicant must currently practice the specialty of orthopedic surgery.
- G. The applicant must complete the application for recertification and submit the applicable fee (see application form).
- H. The official date of recertification will be when the American Osteopathic Board of Orthopedic Surgery notifies the candidate that he/she has successfully passed the examination and is being recommended to the American Osteopathic Association for recertification. Formal action by the Bureau of Osteopathic Specialists of the American Osteopathic Association is required to complete the process and the candidate may not claim recertification until notified of this action in an official letter from the AOA.

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# INSTRUCTIONS FOR RECERTIFICATION VIA EXAMINATION

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*American  
Osteopathic Board of  
Orthopedic Surgery*

The recertification examination of the American Osteopathic Board of Orthopedic Surgery is developed by the American Osteopathic Board of Orthopedic Surgery. The questions are from the same sources as the Written Exam, but are predominantly taken from the Current Concepts and Instructional Course Lectures sections of the *Journal of Bone and Joint Surgery* and *Orthopedic Knowledge Updates*.

## **How do I apply to take the exam?**

Complete the recertification examination application form and send it to the AOBOS at the address provided on the application.

## **What is the deadline for submitting an application?**

All applications must be received in the AOBOS office by the close of business January 15<sup>th</sup>.

Applications submitted after January 15<sup>th</sup>, if accepted by the AOBOS, will be subject to a \$250 late fee.

## **When and how do I pay for the exam?**

At the time you submit your application form, include a check made payable to **AOBOS**.

## **How much does the exam cost?**

The cost for the 2012 recertification examination is \$2,750.

## **When are candidates eligible to take the exam?**

You have a two year window in which to take the recertification exam. For example, if your certification expires 12/31/2013 you can take the exam in 2012 or 2013, and upon passing you will then be certified until December 31<sup>st</sup> of 2023.

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# INSTRUCTIONS FOR RECERTIFICATION VIA EXAMINATION

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(continued)

## **What about candidates with disabilities?**

Candidates with documented disabilities must request specific accommodations 90 days prior to the exam application deadline. The AOBOS will work with the candidate to provide accommodations that are appropriate to the disability. Prometric testing centers are all accessible to candidates in wheelchairs. Please refer to the AOBOS ADA policy on the AOBOS website, [www.aobos.org](http://www.aobos.org) for more information.

## **May I cancel my application?**

Fees cannot be refunded after the January 15<sup>th</sup> application deadline. The AOBOS must contract for these services and has no ability to obtain a refund for a cancellation after the application deadline.

The AOBOS will refund 90% of the application fee, if the cancellation is received 30 days before the application deadline (by December 15<sup>th</sup>).

## **When will the exam be given?**

The 2012 recertification examination will be given on Saturday, June 2, 2012.

## **How do I schedule an appointment to take the exam at a specific testing center?**

Following the acceptance of your application, an orange Scheduling Permit with information and instructions for scheduling an appointment at a Prometric® Testing Center will be mailed to you approximately six weeks before the exam date. You must have your Scheduling Permit before you contact Prometric to schedule a testing appointment. You should contact Prometric as soon as you receive the permit. Prometric schedules on a first-come, first-served basis. The sooner you schedule your appointment, the more likely you will receive your preferred location.

## **What does the exam entail? / What will the exam cover?**

The examination is a one hundred question multiple-choice examination with questions taken from the area of general orthopedic surgery. The source material for the examination is the same as the Part I - Written Exam. However, the recertification exam focuses much more on clinical orthopedics, with very few basic science or tumor questions. An excellent way to prepare for the exam is to read the Current Concepts section and Instruction Course Lectures from the *Journal of Bone and Joint Surgery* and *Orthopedic Knowledge Updates*.

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# INSTRUCTIONS FOR RECERTIFICATION VIA EXAMINATION

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*(continued)*

## **Where is the exam given?**

Computer-based delivery of the exam is provided by Prometric®, a part of the Thomson Corp. There are more than 300 Prometric Testing Centers in North America. The current testing center locations are available on the Prometric website at [www.prometric.com](http://www.prometric.com).

## **Will I be notified of the test center location and appointment time?**

When you contact Prometric to schedule your appointment, you will be required to provide information found only on your Scheduling Permit. Prometric will provide you with the confirmed test day and time; the address and telephone number of the Prometric Test Center where you will test; and your Prometric Confirmation Number.

## **What are the testing centers like?**

Prometric testing centers typically consist of an office area with 7 to 15 computer testing stations. Prometric staff members will be on hand to check in candidates and supervise the testing session. When you arrive at the test center, your required identification will be checked, you will sign in on the test center log and your photograph will be taken. Also, all testing sessions are monitored by video camera. Prometric administers a variety of educational, certification, and licensure tests; therefore, you may be at a testing center along with candidates taking other computer-based tests.

## **What do I need to be admitted to the test center?**

You should arrive at the Prometric Test Center 30 minutes before your scheduled testing time on the exam date. If you arrive late, you may not be admitted. If you arrive more than 30 minutes after your scheduled testing time, you will not be admitted. On arrival, you are required to sign in on the test center log and to present your Scheduling Permit plus one form of unexpired, government-issued identification (such as driver's license or passport) that includes **both** your photograph and signature, after which, a digital photograph will be taken. If it contains your photograph but not your signature, you can use another form of unexpired identification that contains your signature, such as an employee identification card or credit card, to supplement your photo-bearing, government-issued identification. If you do not bring your Scheduling Permit and acceptable identification, you will not be admitted to the test.

The first and last names on your identification **MUST EXACTLY MATCH** the names on your permit. The only acceptable difference would be the presence of a middle name, middle initial or suffix on one document and its absence on the other. If your name is misspelled or differs from your name as it appears on your identification, contact the

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## INSTRUCTIONS FOR RECERTIFICATION VIA EXAMINATION *(continued)*

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AOBOS immediately. **Name changes or corrections cannot be made within 7 business days of the exam date.**

**All** of your personal belongings (including watches, cellular telephones, pagers and wallets), food and beverages must be placed in a small, designated locker outside the testing room. Pagers and cellular telephones must be turned off before placing them in the locker.

### **How long will a test session last and what does it include?**

The 2.5-hour test session includes:

- An optional on-line tutorial (1 to 30 minutes);
- A 100-item test (up to 120 minutes);
- An on-line post-test survey (no additional time scheduled).

The maximum total testing time will be 120 minutes and the maximum total administrative time for the tutorial and survey will be 30 minutes.

Time not used for the tutorial will **NOT** be available for answering items.

Candidates will be free to leave as soon as they finish the test.

### **Will there be a tutorial available before the test administration date?**

Yes. A brief tutorial and sample test will be available for download on the AOBOS website, [www.aobos.org](http://www.aobos.org), well in advance of the test date. All examinees will have the option to view the tutorial again at the test center at the beginning of the test session.

### **What kind of computer skills will the exam require?**

The exam will use a simple, proven computer interface that will require only routine mouse, key, or cursor movements. Each item can be answered two ways:

Move the mouse to the option bubble, left click the mouse, and depress the **Enter** key (or click on the **Next** button at the bottom of the screen), or

Press one of five letter keys (A, B, C, D, or E) and then depress the **Enter** key (or click on the **Next** button at the bottom of the screen).

Please make sure that the bubble has been filled in before depressing the **Enter** or clicking on the **Next** key. Otherwise, your response will not be recorded.

If you accidentally proceed too quickly to the next item, it will be easy to return to the previous item to review the item, mark the item for review, or change your answer.

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# INSTRUCTIONS FOR RECERTIFICATION VIA EXAMINATION

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(continued)

## What will the screen look like?

A sample screen is shown below.

The screenshot shows a window titled "Exam Section : Item 1 of 18". In the top right corner, there are three small square icons. Below the title bar, on the left, is a checkbox labeled "Mark". On the right, it says "Time Remaining: 23:45" followed by a circular icon with an 'X'. The main content area contains a question: "A 32-year-old man has the acute onset of hematogenous osteomyelitis. Which of the following is the most likely causative organism?" Below the question are five radio button options: A. Escherichia coli, B. Group B Streptococcus, C. Haemophilus influenzae, D. Pseudomonas aeruginosa, and E. Staphylococcus aureus. Below the question area, it says "Select the best answer". At the bottom of the window, there are three buttons: "Next", "Item Review", and "Help".

There will be one item per screen. Each screen also includes the following features:

|               |   |
|---------------|---|
| Upper left:   | Option to <b>Mark</b> item for review                           |
| Upper right:  | <b>Time Remaining</b> in section (starts at 120 minutes)        |
| Lower left:   | Next button to go to next item                                  |
| Lower middle: | <b>Item Review</b> button to see review screen                  |
| Lower right:  | <b>Help</b> button for additional information on test mechanics |

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## INSTRUCTIONS FOR RECERTIFICATION VIA EXAMINATION *(continued)*

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### What will the review screen look like?

A sample review screen is shown below.

The screenshot shows a window titled "Exam Section: Item Review". Inside the window, the top left corner displays "18 Items" and the top right corner displays "Time Remaining: 23:45" with a close button icon. The main area contains a list of 18 items with their corresponding answers:

|     |   |
|-----|---|
| 1.  | A |
| 2.  | C |
| 3.  | C |
| 4.  | A |
| 5.  | I |
| 6.  |   |
| 7.  | C |
| 8.  | C |
| 9.  | D |
| 10. | I |
| 11. | A |
| 12. | C |
| 13. | E |
| 14. | I |
| 15. | I |
| 16. | I |
| 17. | I |
| 18. | I |

Below the list, there are two labels: "M = Marked Items" and "I – Incomplete Items". To the right of these labels is a "Review Item" button and a text input field containing the number "1". At the bottom of the window, there are four buttons: "Review", "Review Incomplete", "End", and "Help".

Upper left: Number of items in the section (18 items)

Upper right: **Time Remaining** (21 minutes: 13 seconds)

Lower left: Option to **Review Marked** items

Lower middle: Option to **Review Incomplete** items

Lower right: **End** the test session

Lower right: **Help** button for additional information on test mechanics

The review screen in the tutorial (shown above) lists examinee responses to the 18 items in the tutorial. The review screen of the test will list examinee responses to the 100 test items.

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## **INSTRUCTIONS FOR RECERTIFICATION VIA EXAMINATION** *(continued)*

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Examinees may mark an item for review before answering the item (items 5 and 10) or mark it for review after answering the item (item 13). Items that have not been answered are labeled “I” for incomplete (items 14-18).

### **Will I be able to skip items during the exam and go back to them?**

Yes. Within the 100-item test, you will be able to skip items, mark items for review, and change answers.

### **Will each candidate get a different length test?**

No. Each examination will include 100 items. Adaptive examinations can vary in length, but the AOBOS exam will use fixed-length forms and will not be adaptive.

### **Does the computer-based format affect examinee performance?**

Studies have shown that a change from a paper and pencil test to a computer-administered test has no significant effect on candidate performance and that most candidates prefer the computer version. Any initial anxiety usually dissipates after answering the practice items in the tutorial section.

### **Will the examination scores be reported on site?**

No. The examination will be scored after the administration date. Candidates should expect to receive their scores approximately 8-10 weeks after taking the exam.

### **How will scores be reported?**

Written notification will come from the AOBOS.

### **What will the passing score be?**

The AOBOS will determine the minimum passing score.

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# INSTRUCTIONS FOR RECERTIFICATION VIA EXAMINATION *(continued)*

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## **Irregular Behavior**

Irregular behavior is defined by the Board as any behavior that undermines the application, assessment, or certification processes of the Board or that threatens the integrity of the certification process. Anyone having information or evidence that suspected irregular behavior has occurred should submit a written, signed statement to the Board providing a detailed description of the incident and/or circumstances and copies of any supporting documentation and evidence. Insofar as possible, such reports will be handled confidentially; however, the Board will not investigate and/or act on unsigned or verbal reports. Irregular behavior may occur prior to, during, and/or following examination application and administration. Such behavior may include, but is not limited to, the following:

- seeking and/or obtaining access to examination materials prior to the examination
- falsifying information on application or registration forms
- impersonating a candidate or engaging another individual to take the examination by proxy (Copying, giving, or receiving unauthorized information or assistance of any kind during the examination.)
- copying answers from another candidate or allowing answers to be copied
- making notes of any kind during an examination except on the laminated note boards provided at the test center
- memorizing and reproducing test questions and/or copyrighted information
- altering or misrepresenting scores
- failure to adhere to Prometric Test Center regulations
- possessing unauthorized materials during an examination administration (e.g., watches, recording devices, photographic equipment, electronic paging devices, cellular telephones, reference materials)
- other behavior that threatens the integrity of the exam
- causing a disturbance of any kind
- leaving the test center while the test section is open
- removing or attempting to remove erasable note board from the testing room
- tampering with the operation of the computer or attempting to use it for any function other than taking the examination

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## **INSTRUCTIONS FOR RECERTIFICATION VIA EXAMINATION** *(continued)*

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Looking in the direction of the computer monitor of another candidate during the examination may be construed as evidence of copying or attempting to copy, and a report of such behavior may result in a determination of irregular behavior.

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# APPLICATION FOR RECERTIFICATION EXAMINATION

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*American Osteopathic Board  
of Orthopedic Surgery*

**Submit the following:**

1. This signed application. [Two signatures are also required on next page of this form.]
2. Examination fee of \$2,750.
3. 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@osteopathic.org](mailto:msc@osteopathic.org), fax: (312) 202-8206, or phone: (800) 621-1773, press 1.
4. A copy of your unrestricted state license.
5. Application and fee must reach the office of the Executive Director of the American Osteopathic Board of Orthopedic Surgery prior to January 15<sup>th</sup> of the year the examination is given.

**Applications submitted after January 15<sup>th</sup>, if accepted by the AOBOS, will be subject to a \$250 late fee.** The examination fee is *Non-Refundable* after the January 15<sup>th</sup> application deadline.

**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 Surgery or 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 JANUARY 15<sup>TH</sup>**

|   |               |
|---|---------------|
| NAME _____<br>(exactly as it appear on the photo ID you plan to present at the test center) | AOA No. _____ |
| ADDRESS _____<br>_____  | DATE _____    |
| TELEPHONE _____   |               |
| FAX _____   | EMAIL _____   |

|                                 |                     |
|---------------------------------|---------------------|
| DATE ORIGINALLY CERTIFIED _____ | CERTIFICATE # _____ |
|---------------------------------|---------------------|

**Submit To:** AOBOS  
800 Military Street  
Suite 307  
Port Huron, MI 48060

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

**READ AND SIGN THE FOLLOWING FORM**

I hereby make application to the American Osteopathic Board of Orthopedic Surgery (AOBOS) for examination leading to primary certification in Orthopedic Surgery. 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 certifying 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 certification or to the surrender of such certification 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 certification.

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 certifying examinations, the grade or grades given with respect to any certifying examination, and/or failure of the AOBOS to recommend issuance to me of the certification, or the revocation of any certification issued pursuant to this application. It is understood that the decision as to whether my performance on any certification examination qualifies me for certification 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 board 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

**I have read the 2012 Handbook for Candidates for Board Recertification.**

\_\_\_\_\_  
D.O.

Date \_\_\_\_\_

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# INSTRUCTIONS FOR RECERTIFICATION VIA CLINICAL PATHWAY

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*American  
Osteopathic Board of  
Orthopedic Surgery*

An alternate pathway for certification was established in 2003. It is a practice based exam, which essentially involves performing a standard Part III Clinical Examination. This may be particularly attractive to those surgeons who have sub-specialized and may have difficulty with a general orthopedic surgery examination.

Due to the expense of arranging and contracting examiners, the charge for this service is \$6,500.

The completed application, surgical logs, candidate questionnaire and evaluation forms will be due in the AOBOS office by March 1<sup>st</sup>.

You will need to carefully read the information pertaining to the Part III Clinical Examination in the Handbook for Candidates for Board Certification, which can be downloaded from the AOBOS website, [www.aobos.org](http://www.aobos.org)

Once the application and all of the other required information is received by the AOBOS, surgical logs are reviewed by one of the AOBOS Board members. After approval of the logs, two clinical examiners will be assigned by the AOBOS to conduct the examination.

Please contact the AOBOS office via phone (877) 982-6267 or e-mail [aobos@aobos.org](mailto:aobos@aobos.org) for further information.

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# RECERTIFICATION APPLICATION FOR CLINICAL PATHWAY

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*American  
Osteopathic Board of  
Orthopedic Surgery*

The Clinical Examination is conducted at your practice hospital(s) usually during the months of June, July, and August. Time and place will be determined by you and the senior examiner.

**Submit:**

1. This signed application. [**Two signatures also required on next page of this form.**]
2. Examination fee of six thousand five hundred dollars (**\$6,500**).
3. Your logs should be submitted both typewritten and on computer disk. These logs shall include all cases (major/minor) performed for at least (12) twelve consecutive months since entering orthopedic practice. To be accepted—**NO LESS THAN 200 MAJOR CASES** must be documented.
4. A completed **Hospital Location Sheet**.
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: email; [msc@osteopathic.org](mailto:msc@osteopathic.org), fax: (312) 202-8206, or phone: (800) 621-1773, press 1.
6. A copy of your unrestricted state license.
7. Affidavit from hospital administrator or medical director attesting that your practice is 75% orthopedic medical and surgical practice.
8. Mortality Review Summary Report. See Candidate Handbook for instructions.

**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 the case logs attached to this application are surgical cases performed by me and are not first assists or the work product of any other person, and that further, I have been a member in good standing of the American Osteopathic Association for a period of more than two (2) years prior to the submission of this application.

Signature: \_\_\_\_\_

Name \_\_\_\_\_ AOA # \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone ( \_\_\_\_ ) \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

Practice Subspecialty \_\_\_\_\_

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

DEADLINE for application: March 1<sup>st</sup>.

**READ AND SIGN THE FOLLOWING FORM**

I hereby make application to the American Osteopathic Board of Orthopedic Surgery (AOBOS) for examination leading to primary certification in Orthopedic Surgery. 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 certifying 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 certification or to the surrender of such certification 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 certification.

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 certifying examinations, the grade or grades given with respect to any certifying examination, and/or failure of the AOBOS to recommend issuance to me of the certification, or the revocation of any certification issued pursuant to this application. It is understood that the decision as to whether my performance on any certification examination qualifies me for certification 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 board 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

**I have read the 2012 Handbook for Candidates for Board Recertification.**

\_\_\_\_\_  
D.O. Date \_\_\_\_\_