

**2014 Bulletin**  
for  
**Subspecialty Certification**  
in  
**Female Pelvic Medicine and  
Reconstructive Surgery**  
for  
**Senior Applicants**

**The American Board of  
Obstetrics and Gynecology, Inc.**



2915 Vine St., Dallas, TX 75204

*First in Women's Health*

This Bulletin, issued in Fall, 2013, represents the official statement of the requirements for subspecialty certification for gynecologists in Female Pelvic Medicine and Reconstructive Surgery (FPMRS).

It applies only to those gynecologists who qualify as “Senior Candidates” (formerly known as “grandfathers/grandmothers”). Applications to participate in the certification process can be found at [www.abog.org](http://www.abog.org).

Urologists applying as “Senior Candidates” should contact the American Board of Urology for information on applying for subspecialty certification in FPMRS.

## **Important Information for all Senior Gynecology**

### **Candidates for Subspecialty Certification in FPMRS**

- 1. Correspondence with the American Board of Obstetrics and Gynecology (ABOG) should be sent by a service that has tracking capability.**
- 2. Fees must be paid by credit card through the ABOG website ([www.abog.org](http://www.abog.org)).**
- 3. Fees are payable in US Dollars.**
- 4. Deadlines are based on receipt of the information in the ABOG office, not the date of shipping. It is the candidate's responsibility to meet all deadlines. ABOG is not responsible to notify a candidate of impending deadlines.**
- 5. It is the responsibility of each candidate to be aware of the current requirements for certification as an ABOG FPMRS subspecialist. ABOG does not assume responsibility for notifying a candidate of changing requirements for admissibility to any of its examinations or pending loss of eligibility. Candidates must meet the requirements published in the *FPMRS Subspecialty Bulletin* for the year in which they are to take an examination.**
- 6. Subspecialty certification is time-limited. Each FPMRS Diplomate must enter the subspecialty Maintenance of Certification (MOC) program in the year following certification and must successfully complete all assignments to maintain certification. Physicians who hold non-time-limited certificates in Basic Obstetrics and Gynecology must enter the FPMRS MOC process to maintain subspecialty certification.**

## **SPECIFIC INFORMATION FOR SENIOR CANDIDATES**

A “Senior Candidate” (formerly known as a grandfather or grandmother) is a physician who is applying for the written certification examination in FPMRS on the basis of experience and clinical practice.

Candidates who completed fellowship training by June 30, 2012 are considered to be Senior Candidates, but must meet the requirements listed in that section of this Bulletin.

Candidates who entered a gynecology-sponsored 3-year fellowship in FPMRS approved by ABOG/ACGME on July 1, 2010 and thereafter are not eligible to apply as senior candidates and must fulfill all of the requirements listed in the FPMRS Bulletin.

Certification for senior candidates only requires passing a written certifying examination.

All ABOG-sponsored senior candidates must have passed both the basic written and oral ABOG certifying examinations. They must be current, active ABOG Diplomates at the time of application for the FPMRS certifying examination as a senior candidate, and must remain so at the time of the written examination.

The senior written certifying exam will be given in June 2014, and June 2015.

The eligibility of senior candidates to become ABOG-FPMRS-certified expires after the June 2015 examination. No application will be accepted for certification based on “senior” status after that date, regardless of experience or training unless they fulfill all of the requirements listed in the FPMRS Bulletin for Fellowship Graduates.

Fellows who have completed ABU primarily-sponsored 2-year FPMRS fellowships and are applying as Urology Senior Candidates should contact the ABU for further Information for applying for the ABU-sponsored FPMRS examinations.

## **Table of Contents**

<b>Important Information for Candidates</b>	<b>2</b>
<b>Specific Information for Senior Candidates</b>	<b>3</b>
<b>Table of Contents</b>	<b>4</b>
<b>The Division of FPMRS</b>	<b>5</b>
<b>The Written Examination</b>	<b>5</b>
<b>Application Process</b>	<b>5</b>
<b>Candidate Requirements</b>	<b>6</b>
<b>Re-Application</b>	<b>8</b>
<b>Content of the 2013 Examination</b>	<b>8</b>
<b>Conduct of the Written Examination</b>	<b>8</b>
<b>Test Security</b>	<b>9</b>
<b>Date, Deadlines and Fees</b>	<b>11</b>
<b>Case Logs</b>	<b>11</b>
<b>Length of Certification</b>	<b>12</b>
<b>Oral Examination</b>	<b>12</b>
<b>Appendices</b>	<b>13</b>
<b>A: Division of FPMRS</b>	<b>14</b>
<b>B: Case Log Form</b>	<b>15</b>
<b>C: Rights of Applicants and Diplomates</b>	<b>18</b>
<b>D: Revocation of Diploma or Certificate</b>	<b>19</b>
<b>E: Candidate Disability</b>	<b>22</b>
<b>F. Professionalism &amp; Test Integrity</b>	<b>23</b>

# The Division of Female Pelvic Medicine and Reconstructive Surgery

The process of certification in Female Pelvic Medicine and Reconstructive Surgery (FPMRS) for senior candidates (grandfathers/grandmothers) by the ABOG is voluntary. ABOG will not contact potential candidates. Each potential candidate for subspecialty certification is responsible for completing the application on-line at [www.abog.org](http://www.abog.org), for submitting all materials to ABOG at the time they are requested, and meeting all deadlines. ABOG will make the final decision concerning the senior applicant's eligibility for admission to the examination.

## Written Examination

### Application Process for the June 2014 Examination

1. Applications will only be accepted on-line at [www.abog.org](http://www.abog.org) beginning September 1, 2013. Late fees will apply for applications received after 5 pm CST, October 18, 2013.
2. The final day applications will be accepted for the 2014 examination is December 31, 2013.
3. The application fee must be paid by credit card through the ABOG website at the time of application. If an applicant is found to be ineligible to sit for the test, a portion of the fee may be refunded.
4. The applicant must supply ABOG with a current, working email address as part of the application process. It is the candidate's responsibility to notify ABOG of any change in this address.
5. Senior candidates who have completed a FPMRS fellowship by June 30, 2012 and have not practiced for 5 years must have a fellowship affidavit form signed by either the current Fellowship Program Director or the Chair of the Department of Obstetrics and Gynecology, and faxed to the ABOG office. This form serves to document satisfactory completion of the training. A form, if required, will be available for printing during the application process.
6. Following submission of the on-line application, payment of the appropriate fee, and receipt at ABOG of the six-month case log (see below), the candidate's application will be considered in accordance with the requirements in effect for that year. The candidate will be notified of admissibility to the written certifying examination as a senior candidate. The final decision as to the eligibility of an

applicant as a “Senior Candidate” will be made by an ABOG subcommittee after the review of the candidate’s application and qualifications.

7. Two business days (not less than 48 hours) after the candidate has received the email notification of acceptance as a senior candidate, the candidate should contact Pearson VUE to obtain a seat for the examination. Instructions for contacting Pearson VUE will be included in the acceptance email. Seats at Pearson VUE in individual cities are limited, and are assigned on a “first come, first served” basis. ABOG will not refund any portion of the application fee based on a candidate’s inability to secure a seat at the nearest Pearson VUE test center.

## Candidate Requirements

Each of the following is a requirement for a senior candidate to sit for the FPMRS Senior subspecialty examination. The Fellow must meet all of the requirements in effect during the year for which admission to the written examination is requested.

1. ***Training and Practice Requirement.*** In order to qualify as a FPMRS Senior Candidate, a physician must meet one of the following 2 criteria, as well as each of the additional criteria, numbers 2-10, listed below
  - a. **The physician must have been practicing FPMRS for a minimum of 5 years post-training.** During the most recent 5 years, a minimum of 50% of the physician’s total outpatient and inpatient practice must consist of patients with a problem related to the area of FPMRS. **OR**
  - b. **Completion of a FPMRS fellowship by June 30, 2012, but not practicing for a minimum of 5 years.** These physicians must submit an affidavit signed by the fellowship Program Director that attests to their successful completion of the training program.
2. ***Basic ABOG Board Certification.*** The candidate must hold current, active Basic ABOG certification to be eligible to apply and to sit for the FPMRS examination. The candidate must not be under investigation by the ABOG.
3. ***Maintenance of Certification (MOC).*** All senior candidates who are required to be enrolled in MOC as part of their basic certification (i.e., those with time-limited certification) must have met all of their MOC requirements at the time the FPMRS written application is submitted, and at the time of the examination.

[Note: Senior candidates with non-time-limited certification in Basic Obstetrics and Gynecology who pass the written certifying examination in FPMRS will be issued a time-limited certificate in FPMRS and will be

required to fulfill all of the yearly MOC requirements for that subspecialty to maintain their certification status.]

4. **Medical License.** Senior Candidates must have an unrestricted license to practice medicine in all of the states or territories of the United States or Canada in which the candidate holds a medical license. Each license must not be on probation or have been revoked.
5. **Moral and Ethical behavior.** Senior Candidates must have demonstrated good moral and ethical behavior in the practice of medicine and interaction with peers and other medical personnel. A felony conviction will be considered evidence of failure to meet this standard.
6. **Unrestricted Hospital Privileges.** Senior Candidates must have unrestricted hospital (or surgical center) privileges to practice the subspecialty of FPMRS. If the candidate is under investigation or on probation, the application will not be approved. The candidate must re-apply and pay a new application fee after the probation and/or restrictions have been resolved. However, resolution of these matters does not guarantee that the candidate's application will be approved.
7. **FPMRS Practice Focus.** A minimum of 50% of the physician's practice (including inpatient and outpatient) must be limited to patients with FPMRS diagnoses.
8. **Six Month Case Log.** All senior candidates—including those who have not practiced independently for a minimum of 5 years—will be required to submit a 6-month case log documenting a practice that demonstrates sufficient depth and breadth of practice in the subspecialty of FPMRS. The case log must be completed at the time of application on the form(s) provided with the online applications. (See section on "case logs").
9. **Practice Outside of the Country.** If the candidate practices in a country other than the United States or Canada, a letter from the senior responsible medical officer at each facility where the candidate practices verifying that the candidate has unrestricted privileges in FPMRS must be submitted to ABOG.
10. **Falsification of Information.** Falsification of any information or failure to disclose any adverse action will result in denial of the candidate's eligibility to sit for the written certifying examination in FPMRS as a senior candidate.

Physicians who have made major contributions to the field of FPMRS but are no longer in fulltime practice and cannot submit an adequate case log may request special consideration of the Division of FPMRS. Such physicians should write a detailed letter of request to the Executive Director of ABOG. The letter must include a summary of their contributions to the field and a copy of their CV. If the request is

granted, that physician will be allowed to sit for the FPMRS written examination. However, once certified, they must enroll in the FPMRS MOC process.

Physicians who finish an ABOG-sponsored FPMRS fellowship after June, 2012 must pass both a written and an oral certification examination.

Physicians who finish training in a non-ABOG/ACGME-sponsored fellowship after June 30, 2012 will not be eligible for certification in FPMRS by the ABOG.

## **Re-Application**

A senior candidate who postpones or fails the written certifying examination in FPMRS must complete a new on-line application to be considered for the next scheduled written certifying examination in FPMRS and pay a new application fee. The last such exam will be given in June, 2015.

## **Applicants Ruled Not Admissible**

If a decision is made by ABOG that a senior candidate has not met the requirements for admission to the written certifying examination in FPMRS, the candidate may appeal the decision in writing to the ABOG Executive Director. Such appeals will be forwarded to the appropriate ABOG Committee for consideration. If the appeal is successful, no late fees will apply. If a successful decision occurs after the date of the written examination, the candidate will be scheduled for the next available written examination in the subspecialty, and no additional application fee will apply.

## **Content of the June 27, 2014 Written Examination**

The content of the written examination will include advanced knowledge in the subjects outlined in the *Guide to Learning in Female Pelvic Medicine and Reconstructive Surgery* which can be found on the ABOG website. The questions will be in a multiple-choice, one best answer format.

## **Conduct of the Written Examination**

The written examination is scheduled to last approximately 3 hours and 45 minutes. Candidates who finish before the full time has elapsed may leave early, but if they do so, may not return. Candidates will receive information after registering on the Pearson VUE website concerning the location of their examination, as well as the time they must arrive.

Each candidate must present 2 forms of identification to be admitted to the examination. One document must include both a photograph of the candidate and



the candidate's signature. The second document must include the candidate's signature. If a candidate has had a name change between application and the day of the test, they must bring a copy of an official document that verifies the name change. Examples could include, but are not limited to a marriage certificate, divorce decree, court ordered name change, etc.

Candidates may not take any electronic devices into the examination area, and must also submit to a screening process that may include any or all of the following: fingerprinting, palm vein scanning, wand or walkthrough scanning for metallic objects, or any other screening that may be in place at the Pearson VUE center. A candidate who refuses to submit to any screening procedure will not be allowed to sit for the examination, and no portion of the fee will be refunded.

Candidates are not allowed to access recording devices, cellular phones, paging devices, other electronic communication and/or recording devices, notes or writing instruments during the written examination. If such a device or notes are discovered at any time during the examination, or if the candidate accesses any such device or notes for any reason, the candidate will not receive a grade for any portion of the examination, and all fees will be forfeit.

There is no scheduled break during the examination. Candidates may take unscheduled breaks to use the restroom facilities. Unscheduled breaks should not exceed 10 minutes in length. During such breaks, a candidate may not talk with any other individual or access any electronic device or notes. Candidates are not allowed to leave the testing center for any reason before completing the test. If a candidate violates any of these regulations, the candidate will not receive a grade for any portion of the examination, and all fees will be forfeit.

## Test Security

At the time of application for the Basic Written Examination, and again at the time the test is taken, each candidate will be required to agree to the following. No candidate will be allowed to sit for the written examination unless they agree to these terms:

1. I understand that all ABOG test materials are copyrighted, and that it is illegal to disclose the content of the examination in whole or in part to any individual, organization or business. Furthermore, I understand that if I provide the information to any such entity I may be prosecuted under the US Copyright laws.
2. I understand that if I divulge the content of the oral examination in whole or in part to any individual, organization or business, my test result, if any, will be negated and I will not be allowed to re-apply for the examination for a minimum of three years. Furthermore, if I had been awarded Diplomate status, such status will be withdrawn.

3. I understand that I may not record any portion of the written examination by any means in whole or in part, and a violation will be treated as outlined in numbers 1 and 2 above.

4. I understand that I may not memorize or attempt to memorize any portion of the written examination for the purpose of transmitting such material to any individual, organization or business.

Additional information about test security can be found in Appendix F.

## Dates, Deadlines and Fees

### Application for the June 27, 2014 Examination

<b>Applications available on-line</b>	<b>September 1, 2013</b>
<b>Late fees apply after</b>	<b>October 18, 2013</b>
<b>Last date applications accepted</b>	<b>December 18, 2013</b>
<b>Test given at national centers</b>	<b>June 27, 2014</b>

### Fees\*

<b>Sept 1, to Oct 18, 2013</b>	<b>\$1845</b>
<b>Oct 19, to Nov 18, 2013</b>	<b>\$1845 + \$320 late fee = \$2165</b>
<b>Nov 19 to Dec 18, 2013</b>	<b>\$1845 + \$815 late fee = \$2660</b>

*\* If the candidate is ruled inadmissible, a maximum of \$870 will be refunded.*

The final deadline to complete the on-line application (including submission of the case-log form) and pay the applicable fees is 5 pm CST, December 18, 2013. No application will be accepted after this date.

If the candidate must drop out of the examination due to health, certain types of military mobilizations, natural disasters or other serious reasons and the Board is notified before March 20, 2014, a portion of the examination portion of the fee may be refunded.

## Case Logs

1. A Case Log form must be completed as part of the application process. The form must be completed and submitted on line. An example of the proposed form is shown in Appendix B.
2. The deadline for submission of all application materials, including the case log is December 18, 2013.
3. The numbers reported in the case log may be from any consecutive 6 month period between January 1, 2012 and December 18, 2013.

4. All outpatient consults should be listed on the case log form.

## **Length of Certification**

All certificates issued by ABOG after 2008 are time-limited. Certification for a candidate who successfully passes the 2014 FPMRS Senior examination will expire on December 31, 2015 unless all of the 2014 FPMRS MOC assignments have been completed successfully and on time.

If certification is allowed to lapse, it can be reactivated only by passing a secure re-entry examination.

## **Oral Examination**

There is no oral examination requirement for senior candidates.

# Appendices

## Appendix A

### **The American Board of Obstetrics and Gynecology, Inc. Dallas, Texas**

#### **Division of Female Pelvic Medicine and Reconstructive Surgery**

Dee E. Fenner, M.D., Ann Arbor, MI

*Director and Representative*

Timothy B. Boone, M.D., Houston, TX

Linda T. Brubaker, M.D., Maywood, IL

Kimberly S. Kenton, M.D., Maywood, IL

Victor Nitti, M.D., New York, NY

J.Christian Winters, M.D., New Orleans, LA

#### **Purposes and Objectives**

The primary purposes of the Division of Female Pelvic Medicine and Reconstructive Surgery are to:

1. improve the health care of women by elevating the standard of education in complex pelvic prolapse and complex urinary and rectal incontinence syndromes.
2. evaluate educational programs offering training in Female Pelvic Medicine and Reconstructive Surgery (this evaluation will eventually be the responsibility of the ACGME RRC for Obstetrics & gynecology).
3. define and to publish the details of the education which the division considers essential in order to attain eligibility for examination.
4. establish procedures for evaluating the knowledge and skills of a candidate for certification as a subspecialist in Female Pelvic Medicine and Reconstructive Surgery.
5. recommend to the American Board of Obstetrics and Gynecology for subspecialty certification physicians who have demonstrated to the satisfaction of the division their possession of special knowledge and qualifications in Female Pelvic Medicine and Reconstructive Surgery.

## Appendix B

### Case log Form

Candidates for the FPMRS Senior Examination must submit a case list. The list must document that a minimum of 50% of the physician's practice has been limited to FPMRS during a 6 month period of time. A draft example of the case list follows. The actual case list may differ from this example. Candidates should use the case list given at the time of application. Candidates will be asked to submit the case list at the time of application.

## Six month case list for Senior Candidates FPMRS

**[SAMPLE: DO NOT use the list below. The actual case list will open at the time of application and may contain different categories and/or minimum numbers of cases from those shown in this appendix.]**

Please complete the following form listing all of the patients you have treated during the 6 month period of time you indicate below.

Name: \_\_\_\_\_ ABOG ID#: \_\_\_\_\_

Beginning Date: \_\_\_\_\_

End Date: \_\_\_\_\_

### A. Outpatient Visits – New/Consult Patients only

Enter the total number of new pts. seen by you in your practice during the six month period shown above.

All new GYN PTS.	
All new OB PTS.	
Dx. Prolapse	
<u>Dx.</u> Urinary Incontinence	
Dx. Overactive Bladder	
Dx. Urinary Retention	
Dx. Painful bladder syndrome	
Dx. Fecal Incontinence	

### B. Diagnostic Procedures / Office Management

(Include both inpatients and outpatients.)

Simple Urodynamics	
Complex Urodynamics	
Cystourethroscopy	
Fitting pessary/incontinence ring	

### C. Surgical Procedures for Incontinence

Sling procedures	
Periurethral injections	
Laparoscopic procedures	
Sacral Nerve stimulators	
Removal or modification of sling	



Name: \_\_\_\_\_

ABOG ID#: \_\_\_\_\_

**D. Surgical Procedures for Prolapse**

(The same pt. may be listed in more than one category)

Abdominal Procedure –apical prolapse	
Laparoscopic with/or without robotic assistance – apical prolapse	
Vaginal Procedure – apical prolapse	
Vaginal Procedure – anterior wall prolapse	
Vaginal Procedure – posterior wall prolapse	
Insertion of Vaginal Mesh	
Removal of Vaginal Mesh	

**E. Surgical Procedures on Urinary System/Bowel System**

Vesicovaginal fistula repair	
Urethrovaginal fistula repair	
Urethral diverticulum	
Ureteroneocystotomy	
Ureteral stent placement	
Repair of Chronic third degree laceration	
Rectovaginal fistula repair	

**F. Surgical Procedures on the Genital System**

Abdominal hysterectomy	
Vaginal hysterectomy	
Laparoscopic with/without robotic assistance hysterectomy	
Construction of neo-vagina with or without vascular flaps	

## Appendix C

### Rights of Applicants and Diplomates

**Jurisdiction and Venue:** The Corporation requires that any person applying for or holding certification status by the ABOG, whether basic certification or subspecialty certification, agrees to the following:

In any dispute of any kind with the Corporation or any Person or Entity, such Person or Entity shall be subject to suit, if at all, only in the County and State where the Corporation maintains its principal place of business and its headquarters, which is currently Dallas, Dallas County, Texas. Each Person or Entity shall be required to consent to the exclusive jurisdiction and venue of courts located in Dallas, Texas, and the laws of the State of Texas for the resolution of any and all such disputes. Further, in the event any Diplomat engages in any activity or form of conduct which would reasonably diminish the reputation of the Corporation and the value of its certification, the Board may require such Diplomat to appear and show cause why his/her certification should not be revoked and Diplomat status terminated. The Board of Directors shall establish procedures to assure that any Diplomat required to appear shall be afforded due process, and the opportunity to present a defense.

**Adjudication of Disputes, Forum: Waiver of Right to Jury Trial** In the event that any dispute arises between a Diplomat and the ABOG whether under the terms hereof or as a result of any action taken by the ABOG or a Diplomat as a result or consequence of submission of an application, use of the ABOG website or any documents or materials downloaded, viewed or referred to on the ABOG's website, or by reason of any Application, request for information or other contact between a Diplomat or a representative of a Diplomat and the ABOG or any representative of the ABOG, the Diplomat and the ABOG expressly agree to waive and hereby waive any rights each may have to a trial by jury of any and all issues arising in any action or proceeding between a Diplomat and the ABOG or their respective successors, representatives, or heirs. In addition, any claim, dispute, or controversy ("claim") by a Diplomat or the ABOG against the other shall be resolved in an appropriate court of law located in Dallas County, Texas, as described above. Nothing herein is designed to create or grant a Diplomat or the ABOG any rights that a Diplomat or the ABOG may not already possess.

**Obligations:** The acceptance of an Applicant for examination by the ABOG and the granting of Diplomat status to a physician who has satisfied the requirements for certification is contingent on the agreement of the Applicant or Diplomat to abide, at all times, with the rules, including all of the requirements for MOC, regulations and directives of the Corporation, its Board of Directors and Officers, of which they are advised or on notice.

**Rights:** Individuals who are certified as Diplomates by the Corporation acquire no property right or vested interest in their certification or in their Diplomat status, the duration, terms, and conditions of which may be extended, reduced, modified or otherwise changed as determined by the Board of Directors, in its absolute discretion to assure greater protection of the public, to recognize knowledge and skills deemed to require further evaluation or to accommodate legal requirements.

## Appendix D

### Revocation of Diploma or Certificate

1. All Candidates for Certification, Subspecialty Certification and Maintenance of Certification, and all physicians holding Diplomate status must hold an unrestricted license to engage in the practice of medicine in all of the states and territories in which they are licensed, subject to the exceptions hereinafter specified.
  - A. A physician's license shall be deemed restricted for purposes of this policy if, as a result of final action by a State or other legally constituted Medical Board (hereinafter: "State Medical Board"), the physician shall have:
    - (1) had a medical license revoked or surrendered in lieu of revocation;
    - (2) had a medical license suspended for a specified period of time or until specified conditions have been met and the suspension is no longer in effect;
    - (3) been placed on probation and the probationary period had not expired;
    - (4) been made subject to special conditions or requirements which are still in effect, (including, but not limited to, supervision, chaperoning during the examination of patients, additional training beyond that required of all physicians for the maintenance of licensure) and regardless of whether or not such conditions or requirements are imposed by order of the State Medical Board or are the result of a voluntary agreement between the physician and the State Medical Board.
  - B. Letters of concern or reprimand, not resulting in one of the stipulations which are enumerated in Section 1.a. of these requirements shall not be considered a restriction on the physician's license, even if such letters are made part of the physician's record. Likewise, a physician who has voluntarily entered into a rehabilitation program for chemical dependency or a practice improvement plan with the approval of a State Medical Board shall not be considered for purposes of this policy to hold a restricted license to practice medicine.
2. Consequences of License Revocation, Restriction or Surrender
  - a. Upon receipt of Notice that the license of a physician seeking to sit for Certification, Subspecialty Certification or Maintenance of Certification has been revoked or restricted, as herein defined, such Physician shall be disqualified from sitting for any ABOG Certifying Examination until such restriction has been removed or expires.
  - b. Upon receipt of Notice that a Diplomate's license has been revoked or restricted, as herein defined, the Board has the authority and may at its discretion, undertake proceedings, consistent with due process, to revoke Diplomate Status. Once revoked, the Diplomate Status of the physician shall be reinstated only after the revocation or restriction on has been removed or expires, and then only on such terms as the Board deems appropriate, considering, among others things, the period of time the physician

has not been able to engage in the unrestricted practice of medicine and his/her specialty.

- c. Upon receipt of Notice that the license of a Candidate or Diplomate has been revoked or restricted under an order which nevertheless permits to continuation of medical practice, the Board has the authority and shall at its discretion undertake proceedings, consistent with due process, to determine whether or not such restriction is of such nature and extent as to preclude consideration for Certification, Subspecialty Certification or Maintenance of Certification until the revocation or restriction is removed. In making such determination, the Board will evaluate such restrictions or revocations in accordance with pre-established standards, which are objective and non-discriminatory, and are applied consistently and uniformly.
  - d. The Board requires each Diplomate or any physician seeking to sit for Certification, Subspecialty Certification, or Maintenance of Certification to provide the Board with complete information concerning revocation, or any and all restrictions placed on a medical license within 60 days after its imposition. Such information shall include, but not be limited to, the identity of the State Medical Board imposing the restriction, as well as the restrictions, duration, basis, and specific terms and conditions. The Board shall also periodically review the database of the Federation of State Medical Boards, as appropriate and when available, to identify any Candidates or Diplomates who have failed to disclose license restrictions in a timely manner. The Candidate or Diplomate has the affirmative obligation to advise the Board of all revocations or restrictions and to inform the Board when such restrictions or revocations expire or are otherwise removed. Candidates or Diplomates who are discovered not to have made timely disclosure shall be required to show cause why their Candidate or Diplomate status should not be withdrawn, deferred or otherwise sanctioned, and the Board may defer further consideration or reinstatement of Diplomate status until such showing is satisfactorily made.
3. Each candidate, when making application, signs an agreement regarding disqualification or revocation of their diploma, certificate, or other evidence of qualification for cause. Disqualification or Diplomate revocation also may occur whenever:
- a. the physician shall not, in fact, have been eligible to receive the diploma or certificate, regardless of whether or not the facts constituting such ineligibility were known to or could have been ascertained by this Board, its members, directors, examiners, officers, or agents at or before the time of issuance of such diploma or certificate;
  - b. any rule governing examination for a diploma or certificate shall have been violated by the physician but the fact of such violation shall not have been ascertained until after the issuance of his diploma or certificate;
  - c. the physician shall have violated the moral or ethical standards of the practice of medicine then accepted by organized medicine in the locality where the Diplomate is practicing and, without limitation of the foregoing, the forfeiture, revocation or suspension of their license to practice medicine, or the expulsion from, or

suspension from the rights and privileges of membership in a local, regional or national organization of their professional peers, or resigning from such organization while under investigation, shall be evidence of a violation of such standards of the ethical practice of medicine;

- d. The physician had been convicted of a felony or has pled guilty to a felony;
- e. the physician shall fail to comply with the rules and regulations of this Board;
- f. the issuance of, or receipt of such diploma, certificate or other evidence of qualification shall have been contrary to or in violation of the Certificate of Incorporation or the By-laws of this Board.

Upon revocation of a diploma or certificate by this Board as aforesaid, the holder shall return their diploma or certificate and other evidence of qualification to the Executive Director of the Board and their name shall be removed from the list of certified specialists.

## Appendix E

### Candidate Disability

ABOG shall not exclude any candidate from examination solely because of a disability if the ABOG is provided with notice of the disability in time to permit the ABOG to make such adjustments in the examination as are reasonably necessary to accommodate the disability.

The candidate must provide sufficient documentation to permit the ABOG to verify the existence, nature and extent of the disability no fewer than 90 days prior to the date of the examination. The documentation must specify the requirements or accommodations deemed necessary to overcome or compensate for the disability. In addition, the candidate must supply any additional information the ABOG may subsequently request.

If any of the requirements cannot reasonably be provided, ABOG will notify the candidate and will indicate those alternative accommodations which it deems appropriate in consideration of the disability claimed and documented, and the integrity of the examination.

If the candidate fails to notify ABOG of a disability 90 days before the examination and fails to achieve a passing grade, that candidate may not appeal the results of the examination, but shall be entitled to sit for the next regularly scheduled written examination, but must pay a new application and examination fee.

If a candidate claims that their examination results were adversely affected by illness, injury or other temporary physical impairment at the time of the examination, that candidate may not appeal the results of the examination. However, if the candidate provides sufficient evidence of such illness, injury or impairment, they shall be entitled to sit for the next regularly scheduled written examination, but must pay a new application and examination fee.

## Appendix F

### Professionalism and Test Integrity

#### Policy:

The purpose of ABOG's certification examinations is to assess the extent to which new graduate residents and fellows have the requisite knowledge and skill to begin the practice of Obstetrics and Gynecology and/or its subspecialties. The purpose of the ABOG MOC process is to assess the extent to which current Diplomates maintain and improve their knowledge and skill to practice Obstetrics and Gynecology and/or its subspecialties.

The ABOG policy is to maintain a sufficient level of exam security to protect the integrity of its certification decisions, which are based in part on written and oral examinations. Maintaining security ensures that the examination results always reflect only examinee attainment or maintenance of the standard of knowledge and skill essential to the practice of obstetrics, gynecology and primary care of women. The results should not reflect unauthorized access to information sources that may lead the examinee to answer questions differently than they would have, based solely on their own knowledge and skill. Such unauthorized access to sources may include, but is not limited to: (1) giving or receiving confidential examination information at any time prior to, during, or after the administration of the exam and/or (2) possession of study materials in any medium by an examinee during the time period of the exam.

The ABOG examinations are confidential and protected by federal copyright and trade secret laws. Disclosure or any use of ABOG examination content constitutes professional misconduct and may expose the candidate or Diplomate to criminal as well as civil liability. Such disclosure may also result in ABOG imposition of penalties against them, including but not limited to, invalidation of examination results, exclusion from future examinations, suspension, revocation of certification and other sanctions.

ABOG is committed to assuring that its written and oral examinations for specialty and subspecialty certification are of high quality and fundamentally fair for every candidate. The ABOG policy is to ensure, to the best of its ability, that no examinee or group of examinees receives an unfair advantage, intentional or inadvertent, on any certification examination. Candidates for certification and MOC will attest to their understanding and compliance with ABOG policies in the application process and during the examinations.

#### Guidelines for Individuals

The objective for examinees is master the knowledge, skill, and understanding required for practice in the field of Obstetrics and Gynecology. The this end, the following activities are permitted or disallowed:

1. It is permissible to discuss topics covered on the exam, the manner of test administration, and test-taking strategy in a general way. Statements such as, “There is a lot of . . . ” or “I had almost no. . . ” are permitted.
2. It is not permissible to memorize specific questions and answers that might be encountered on a future exam.
3. It is not permissible to give or receive explicit recollection of exact questions, answer choices, and (supposed) correct answers. Transmission of such information by any means, including but not limited to oral written and electronic, are prohibited by this policy.
4. It is not permissible to participate in a review course where materials are used that have been taken from any ABOG examination.
5. It is not permissible to use or possess manuals or other materials

## **Penalties for Individuals**

An individual who violates this Policy may receive a letter of warning, have their examination results invalidated, be required to retake an examination, be barred from the examination process for a period of time, have the incident reported to other parties, be permanently barred from certification, and/or be prosecuted for copyright violation.

## **Review courses**

Commercial test preparation materials and courses are available that claim to prepare examinees for ABOG examinations. Some of these claim to use materials that have been copied from ABOG tests. The participation in courses or use of material taken from an ABOG examination is strictly forbidden. Not only is this a violation of ABOG policy, but it is also unlawful for any individual to use, disclose, distribute or provide access to questions or answers from actual ABOG examinations. The consequences to a candidate who participates in courses or uses materials that include ABOG copyrighted material include exclusion from the certification process, withholding of examination results, revocation of Diplomate status, and legal action.

ABOG does not endorse any third-party materials or courses.