

ABPS 110

Information and Requirements For Board Certification

- Part I
 - Part II
- for 2010



This document contains information specific to the 2010 examinations only.

AMERICAN BOARD OF PODIATRIC SURGERY

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Nondiscrimination Policy. In accordance with applicable federal laws, the American Board of Podiatric Surgery does not discriminate in any of its policies, procedures, or practices on the basis of race, color, national origin, sex, sexual orientation, age, or disability.

Americans With Disabilities Act. In compliance with the *Americans With Disabilities Act*, the American Board of Podiatric Surgery will make reasonable accommodations for individuals with disabilities if written request is made no later than thirty (30) days prior to the date(s) of the examination for which appropriate application has been made, fees paid, and credentialing completed. Candidates seeking an accommodation should request the ABPS “Policies and Procedures for Examination Candidates Requesting Accommodation for Disabilities” at least ninety (90) days prior to the examination dates.

Important Information

Part I

- ABPS accepts applications for Part I of the Certification in Foot Surgery Examination only from candidates who have or will complete a minimum of two years CPME-approved residency training (12 months of which must be in a CPME-approved podiatric surgical residency) or a CPME-approved Residency in Podiatric Medicine and Surgery (24 or 36) prior to the end of calendar year 2010. Fellowships, while educationally valuable, are not CPME-approved residency training, and, therefore, not acceptable for Part I application.
- Completion of a CPME-approved PSR-24 or a CPME-approved PM&S-36 is a prerequisite for applying for Part I of the Certification in Reconstructive Rearfoot/Ankle Surgery (RRA) Examination.
- Candidates sitting for Part I of either certification examination must have completed the minimum surgical training requirements as defined in the applicable CPME 320 document, as verified through Podiatry Residency Resource. It is incumbent upon the individual resident to be aware of the minimum requirements and to ensure that these requirements are met as a prerequisite for successful completion of residency training. The awarding of a residency completion certificate from a CPME-approved residency training program alone will not suffice for Board Qualified status. (See Requirements for Part I, Section B, page 3 for additional requirements.) *Insufficient documentation of adequate diversity and volume of surgical activity while in surgical residency training can result in failure to achieve Board Qualified status.*
- Passing Part I requirements for both examinations include the submission of **residency surgical case logs** (See page 4). All logs reflecting training subsequent to July 1, 2002 must be submitted through Podiatry Residency Resource.
- If passing Part I of the Certification in Foot Surgery Examination expires before expiration of passing Part I of the Certification in Reconstructive Rearfoot/Ankle Surgery (RRA) Examination, the RRA status is suspended until the candidate successfully reestablishes the required status in Foot Surgery (provided that status in RRA has not expired prior to the reestablishment of status in Foot Surgery).
- Individuals may re-qualify for Part I of either examination (another seven years) when their initial seven-year status expires. Individuals may re-qualify one time, i.e., they may hold Part I Board Qualified status for no more than 14 years. Individuals seeking re-qualification must meet the following requirements:
 - a. Submit proof of current active surgical privileges commensurate with the applicable level of qualification sought.
 - b. Retake and pass the Part I examination(s).
 - c. Meet all other requirements for Part I at the time of applying (e.g., two years of residency training).

Part II

- All candidates sitting for Part II of the Certification in Foot Surgery Examination must have completed a minimum of two years of CPME-approved residency training (12 months of which must be in a CPME-approved podiatric surgical residency) or a CPME-approved Residency in Podiatric Medicine and Surgery (24 or 36). Fellowships, while educationally valuable, are not CPME-approved residency training, and, therefore, not acceptable for Part II application.
- Sitting for Part II of the Certification in Reconstructive Rearfoot/Ankle Surgery (RRA) Examination requires prior completion of a CPME-approved Podiatric Surgical Residency-24 (PSR-24) program or a CPME-approved Podiatric Medicine and Surgery-36 (PM&S-36). Individuals completing a PSR-12 or a PM&S-24 program, regardless of length, may not take the Part II certification examination.
- If status in Foot Surgery expires before status in Reconstructive Rearfoot/Ankle Surgery (RRA), the RRA status is suspended until the candidate successfully reestablishes the required status in Foot Surgery (provided, however, that status in RRA has not expired prior to the reestablishment of status in Foot Surgery).

Introduction

The importance of board certification is reflected in trends by hospitals, surgicenters, managed care organizations, and insurance carriers to require specialty board certification. The American Board of Podiatric Surgery continues to carefully examine its requirements, procedures, and publications to make the certification process equitable and accessible.

This information is intended to answer most of the questions that may arise concerning Certification in Foot Surgery and Certification in Reconstructive Rearfoot/Ankle Surgery requirements.

ABPS 220-2010, Instructions for Selecting Procedures and Submitting Case Documentation contains information concerning **selecting procedures, submitting case documentation, applying for an examination, and payment of fees.**

Please read all candidate documents carefully before contacting ABPS to ask questions.

Part I of the Certification Examination

A. GENERAL INFORMATION ON APPLYING FOR PART I OF THE CERTIFICATION EXAMINATIONS.

- 1. Membership in Other Organizations.** Affiliation with other professional organizations is not required for the Part I examination.
- 2. Definitions.** The Board has adopted the following definitions for candidates who pass Part I of the certification examinations:
 - **Board Qualified in Foot Surgery.** A podiatric surgeon who has passed Part I of the Certification in Foot Surgery Examination may be declared Board Qualified in Foot Surgery and will have demonstrated a level of capability in the diagnosis of general medical problems including the diagnosis and surgical management of foot diseases, deformities, and/or trauma, and those structures that affect the foot and ankle.
 - **Board Qualified in Reconstructive Rearfoot/Ankle Surgery.** A podiatric surgeon who has passed Part I of the Certification in Reconstructive Rearfoot/Ankle Surgery Examination may be declared Board Qualified in Reconstructive Rearfoot/Ankle Surgery and will have demonstrated a level of capability in the diagnosis of general medical problems including the diagnosis and surgical management of foot and ankle diseases, deformities, and/or trauma, and those structures which affect the foot, ankle, and leg. ***NOTE:*** Passing Part I of the Certification in Foot Surgery Examination is a prerequisite for Board Qualified in Reconstructive Rearfoot/Ankle Surgery. In addition, loss of Board Qualified status in Foot Surgery results in suspension of Board Qualified status in RRA until status in Foot Surgery is reestablished (provided, however, that Board Qualified status in RRA has not expired prior to the reestablishment of Board Qualified status in Foot Surgery).
- 3. Application.** Candidates must apply online at www.abps.org by **Wednesday, March 31, 2010**. An ABPS username and password are required to access the personal page. A candidate who does not know his/her username and password should contact the ABPS by e-mail at info@abps.org or by telephone at 415-553-7800, extension 100.

4. **Period of Board Qualified.** Board Qualified status is granted for seven (7) years. Individuals may re-qualify for Board Qualified status (another seven years) when their initial seven-year status expires. Individuals may re-qualify one time, i.e., they may hold Board Qualified status for no more than 14 years. Individuals seeking re-qualification must meet the following requirements:
 - a. Submit proof of current active surgical privileges commensurate with the applicable level of qualification sought.
 - b. Retake and pass Part I of the certification examination(s).
 - c. Meet all other requirements for the Part I examination(s) at the time of applying (e.g., two years of residency training).
5. **Board Qualified Letter.** There is no certificate for Board Qualified. Candidates meeting all requirements for either Board Qualified category will be declared Board Qualified and will be issued a Board Qualified letter bearing the embossed seal of the Board.
6. **Board Qualified Incomplete Status.** Board Qualified status will not be granted until all requirements (see *B. PART I REQUIREMENTS*, below) for Board Qualified status are submitted to and verified by ABPS.
7. **Bylaws.** By submitting the application, candidates certify that they have read the Bylaws of the American Board of Podiatric Surgery and agree to abide by them. A copy of the Bylaws is available online at www.abps.org. Alternatively, a copy will be mailed upon request.
8. **Withdrawal.** Candidates may withdraw by notifying ABPS by fax, e-mail at (info@abps.org), or mail no later than **Friday, April 30, 2010**. After April 30, a late withdrawal penalty fee applies. All candidates must obtain a late withdrawal number to prove that they withdrew from the examination. If the examination fee is carried over to subsequent years, no additional application fee is required.
9. **No Shows.** Any candidate who does not appear for the examination and who has not withdrawn before the day of the examination will forfeit all fees.
10. **Reexamination.** Candidates who failed either Part I examination in previous years may apply for reexamination provided they meet all application criteria. Candidates must apply online for *Reexamination* by **Wednesday, March 31, 2010** with appropriate fees as listed in Table 3 on page 15.

B. REQUIREMENTS FOR PART I . Candidates who meet all of the following requirements (1-3) may be declared Board Qualified.

NOTE: Passing Part I of the Certification in Foot Surgery Examination is prerequisite to Board Qualified in RRA Surgery. Candidates who meet the requirements may take both Part I examinations together.
See Table 1, page 5.

1. **Examination.** To be declared Board Qualified, a candidate must pass the Part I examination(s) in Foot Surgery and/or Reconstructive Rearfoot/Ankle Surgery. See Table 1, page 5, "Effects of Passing or Failing the Part I Examinations." **Board Qualified status will not be granted until requirements 2 and 3 below are met.**

Only failed examination scores or results will be provided; copies of the test items are not revealed since all questions remain in the active examination item pool for future use, unless removed by authority of the psychometric consultant or the Examinations Committee.

2. **Completion of a CPME-approved Surgical Residency.** Residents are advised to review carefully the *CPME 320* requirements and to verify with their program director that they have met the requirements. **If there is a question about approval of a particular program, please call the ABPS office before applying.**

- **Foot Surgery.** Two years CPME-approved residency training (12 months of which must be in a CPME-approved podiatric surgical residency) or Residency in Podiatric Medicine and Surgery is required.
- **Reconstructive Rearfoot/Ankle Surgery.** A CPME-approved PSR-24 or PM&S-36 is required.

Residents issued a completion certificate from CPME-approved training programs by December 31, 2010 may apply to take the Part I examinations. ABPS will not declare candidates Board Qualified who pass a Part I examination until ABPS receives a copy(ies) of the residency completion certificate(s) and verifies completion of surgical requirements through Podiatry Residency Resource (PRR).

3. **Submission of Residency Surgical Case Log.** Part I candidates must submit their residency surgical case logs to the ABPS through Podiatry Residency Resource. The logs must list all cases the candidate performed or participated in during his/her surgical residency program and such logs must meet the minimum surgical training requirements as delineated in the applicable *CPME 320*. The logs must be verified or signed by the residency director. ***Insufficient documentation of adequate diversity and volume of surgical activity while in surgical residency training can result in failure to achieve Board Qualified status.***

All logs reflecting training subsequent to July 1, 2002 must be submitted through ***Podiatry Residency Resource***. Any portion of the case log not maintained on ***Podiatry Residency Resource*** prior to July 1, 2002 must be submitted on hard copy. This hard copy must be in the same format as the JRRC 651 reporting requirements. Board Qualified letters will not be released until the complete validated surgical case log is received and approved by the ABPS.

4. **Failure to Submit Residency Certificate and/or Surgical Case Log.** Candidates who pass the Part I examination(s) but who do not submit proof of residency completion and a complete residency case log are NOT Board Qualified. Upon receiving this verification, the Board Qualified Letter will be released. **ABPS will not grant Board Qualified status and will void examination results if ABPS does not receive the residency completion certificate(s) and the residency case log by July 31, 2011.** The candidate must reapply to take the Part I examination(s) and meet all current requirements for Part I application; and there will be no refund of any application or examination fees.

Table_1.
EFFECTS OF PASSING OR FAILING THE PART I EXAMINATIONS

Examination(s) Being Taken	Foot Surgery Results	RRA Surgery Results	New Status Achieved
<u>Part I Foot Surgery only</u>	Pass		Board Qualified in Foot Surgery
	Fail		No status
<u>Part I Both Examinations</u> • Foot Surgery • RRA	Pass	Pass	• Board Qualified in Foot Surgery • Board Qualified in RRA Surgery
	Pass	Fail	Board Qualified in Foot Surgery
	Fail	(See note below**)	No status
<u>Part I RRA only</u>	Passed in previous years	Pass	• Board Qualified in RRA Surgery (retains Foot Surgery qualified*/certified status)
		Fail	(Retains Foot Surgery qualified*/certified status) No RRA status

*Board Qualified in Foot Surgery status date does not change (granted for seven (7) years from date of passing the board qualification examination). If status in Foot Surgery expires before status in Reconstructive Rearfoot/Ankle Surgery (RRA), the RRA status is suspended until the candidate successfully re-establishes the required status in Foot Surgery (provided that Board Qualified status in RRA has not expired prior to the re-establishment of Board Qualified status in Foot Surgery).

**Candidates who fail the Part I Foot Surgery Certification Examination, but pass the Part I RRA Surgery examination receive credit, but no board status, for the RRA Surgery examination. Candidates must pass the Part I Foot Surgery Certification Examination within the following six years. It should be noted that the original pass date of the Part I RRA Surgery examination does not change with passing of the Foot Surgery examination.

Part II of the Certification Examination

A. GENERAL INFORMATION ON APPLYING FOR PART II OF THE CERTIFICATION EXAMINATION

- 1. Membership in Other Organizations.** Affiliation with other professional organizations is not required for Part II examinations.
- 2. Definitions.** The following definitions have been adopted by the Board:
 - **Certification in Foot Surgery.** A podiatric surgeon who passes Part I and Part II of the Certification in Foot Surgery Examination will have demonstrated a cognitive knowledge of podiatric surgery, including the diagnosis of general medical problems and surgical management of foot diseases, deformities, and/or trauma, and those structures that affect the foot and ankle.
 - **Certification in Reconstructive Rearfoot/Ankle Surgery.** A podiatric surgeon who passes Part I and Part II of the Certification in Reconstructive Rearfoot/Ankle Surgery Examination will have demonstrated a cognitive knowledge of podiatric surgery, including the diagnosis of general medical problems and surgical management of foot and ankle diseases, deformities, and/or trauma, and those structures that affect the foot, ankle, and leg. Certification in Foot Surgery is a pre-requisite for Certification in Reconstructive Rearfoot/Ankle Surgery (RRA).

3. **Application.** Prior to applying for an examination, candidates must have submitted their list of procedures through the Podiatry Logging Service for Surgery (PLS). See ABPS document 220 for instructions on how to submit the list of procedures. Candidates apply for the Part II certification examination online through their personal page at www.abps.org by **Friday, January 29, 2010**. An ABPS username and password are required to access the personal page. A candidate who does not know his/her username and password should contact the ABPS by e-mail at info@abps.org or by telephone at 415-553-7800, extension 110.
4. **Period of Certification.** Initial certification is for 10 years.
5. **Diplomate Certificates.** Upon successful completion of all certification requirements, appropriate certificates will be issued declaring the candidate to be a:
 - Diplomate of the American Board of Podiatric Surgery with Certification in Foot Surgery;
 - And (if applicable) Diplomate of the American Board of Podiatric Surgery with Certification in Reconstructive Rearfoot/Ankle Surgery.
6. **Bylaws.** By submitting the application, candidates certify that they have read the Bylaws of the American Board of Podiatric Surgery and agree to abide by them. A copy of the Bylaws is available online at www.abps.org. Alternately, a copy will be mailed upon request.
7. **Recertification.** Diplomates certified under the 2010 requirements are issued time-dated certificates and must be recertified every 10 years. Because these diplomates must be recertified in the 8th, 9th, or 10th year after initial certification, the three-year window of opportunity will be open in 2018, 2019, and 2020. Complete information may be found in *ABPS 112* online at www.abps.org.
8. **Withdrawal.** Candidates may withdraw from the examination process by notifying the ABPS by fax, e-mail at (info@abps.org), or mail no later than **Friday, May 28, 2010**. After May 28 a late withdrawal penalty applies. All candidates must obtain a late withdrawal number to prove that they withdrew from the examination.
 - **Withdrawals before review of cases.** Candidates who withdraw before final review of cases will have the examination fee refunded. Please note that the application fee is not refundable. Such candidates are considered new candidates and must submit a new application, application fee, examination fees, and cases in subsequent years.
 - **After cases are approved.** Candidates who withdraw after final approval of case documentation may carry over their examination fees to subsequent years without paying an additional application fee upon reactivation. If a refund is requested at time of withdrawal, an application fee must be paid when reactivating.
9. **No Shows.** Any candidate who does not appear for the examination and who has not withdrawn before the day of the examination will forfeit all fees.
10. **Reexamination and Reactivation.** Candidates with current case documentation approval who either withdrew before taking an examination in previous years or who must retake any part(s) of the certification examination may apply for reexamination or reactivation until their case documentation approval or Board Qualified status expires, whichever occurs first. A notarized letter is required from at least one accredited healthcare facility verifying current hospital surgical privileges consistent with the area of certification desired (Foot and/or RRA). Candidates must apply for *Re-Examination or*

Reactivation online at www.abps.org by **Wednesday, March 31, 2010** with fees as listed in Table 3 on Page 15.

B. REQUIREMENTS FOR PART II OF THE CERTIFICATION IN FOOT SURGERY EXAMINATION.

- 1. Clinical Experience.** Four years of post-DPM degree clinical experience must be completed before taking the Part II examination. All candidates must have received the DPM degree by **June 2006** to sit for the 2010 examination.
- 2. Completion of a CPME-approved Surgical Residency.** Candidates must submit photocopies of all residency completion certificates received from CPME-approved residency training programs (Note: if currently Board Qualified, no certificate required). **If there is a question about approval of a particular program, please call the ABPS office before applying.** All candidates sitting for the Part II certification examination(s) must have completed a minimum of two years of CPME-approved residency training (12 months of which must be in a CPME-approved podiatric surgical residency) or a CPME-approved Residency in Podiatric Medicine and Surgery (24 or 36).
- 3. Current Hospital Surgical Privileges.** Current hospital surgical privileges in foot surgery are required to apply for the Part II Certification in Foot Surgery Examination. See *ABPS 220-2010* for details.
- 4. Procedure List.** Candidates must submit a list of 65 procedures that they have performed in the past seven (7) years. *ABPS 220-2010* provides instructions for preparing procedure documentation. ABPS approves procedures for seven (7) years (the year of approval and the next six (6) consecutive years), after which the candidate must reapply as a new candidate and submit new procedures. **PLEASE NOTE THAT ABPS DOES NOT ACCEPT RESIDENCY OR FELLOWSHIP PROCEDURES FOR PROCEDURE DOCUMENTATION.**

ABPS 220-2010 provides complete instructions for procedure selection and case documentation.

- 5. Examinations.** A candidate must pass both Part I and Part II of the Certification in Foot Surgery Examination to be certified in Foot Surgery. Candidates passing only the Part I examination will be declared Board Qualified in Foot Surgery for seven (7) years.

Candidates who take both Part I and Part II of the Certification in Foot Surgery Examination in the same year, and who fail Part I, but pass Part II, receive credit for passing Part II. However, such candidates do not receive any board status. Candidates may continue to take Part I until their case approval expires. If the candidate is not successful in passing Part I before their case approval expires, the candidate must submit a new procedure list and case documentation to the Credentials Committee and sit for both parts of the Certification in Foot Surgery Examination. In addition, the candidate must meet all other applicable application and eligibility criteria when submitting a new procedure list.

Only examination scores or results for failed examinations will be provided; copies of the test items are not revealed since all questions remain in the active examination item pool for future use, unless removed by authority of the psychometric consultant or the Examinations Committee.

C. REQUIREMENTS FOR PART II OF THE CERTIFICATION IN RECONSTRUCTIVE REARFOOT/ANKLE SURGERY (RRA) EXAMINATION.

/// **Foot Surgery certification is prerequisite to Reconstructive Rearfoot/Ankle (RRA) Surgery certification. Candidates may take both examinations together. Refer to Table 2 on Page 10.**

1. **Clinical Experience.** Four (4) years of postdoctoral clinical experience must be completed before taking the Part II examination. Candidates must have received the DPM degree no later than **June 2006** to sit for the 2010 examination.
2. **Completion of a CPME-approved Surgical Residency.** Candidates must submit photocopies of all residency completion certificates received from CPME-approved residency training programs (Note: if currently Board Qualified, no certificate required). Candidates sitting for RRA certification must have completed a CPME-approved podiatric surgical residency (PSR-24) or PM&S-36. **If there is a question about approval of a particular program, please call the ABPS office before applying.**
3. **Current Hospital Surgical Privileges.** Current hospital surgical privileges in reconstructive rearfoot/ankle surgery are required to apply for Part II of the Certification in Reconstructive Rearfoot/Ankle Surgery (RRA) Examination. See *ABPS 220- 2010* for details.
4. **Procedure List.**
 - **If candidate is applying for Foot Surgery and RRA Surgery Part II examinations simultaneously.** Candidates must submit through Podiatry Logging Service for Surgery (PLS) a list of 95 procedures that they have performed in the past seven (7) years (65 Foot Surgery procedures and 30 Reconstructive Rearfoot/Ankle procedures). See ABPS document 220 for complete details on how to submit the procedure list. ABPS approves procedures for seven (7) years (the year of approval and the next six (6) consecutive years), after which the candidate must apply as a new candidate and submit new procedures. **PLEASE NOTE THAT ABPS DOES NOT ACCEPT RESIDENCY OR FELLOWSHIP PROCEDURES FOR PROCEDURE DOCUMENTATION.**
 - **If candidate is certified in Foot Surgery and is applying for RRA certification.** A list of thirty (30) procedures is required and must be submitted through Podiatry Logging Service for Surgery (PLS). **PLEASE NOTE THAT ABPS DOES NOT ACCEPT RESIDENCY OR FELLOWSHIP PROCEDURES FOR PROCEDURE DOCUMENTATION.**

ABPS 220-2010 provides complete instructions for preparing procedure lists and case documentation.

5. **Examinations.** A candidate must pass Part I and Part II of the Certification Examination in Foot Surgery and Part I and Part II of the Certification in Reconstructive Rearfoot/Ankle Surgery to be certified in Reconstructive Rearfoot/Ankle Surgery. Table 2 on page 10 lists the effects of passing or failing various parts of the examinations.

Candidates taking both Part I and Part II of the Certification Examination in Reconstructive Rearfoot/Ankle Surgery in the same year, and who fail Part I, but pass Part II, receive credit for passing Part II. However, candidates do not receive any board status. They may continue to take Part I

until their procedure documentation expires. If the candidate is not successful in passing Part I before their procedure documentation expires, the candidate must submit new procedure documentation to the Credentials Committee and sit for both parts of the Certification in Reconstructive Rearfoot/Ankle Surgery Examination. In addition, the candidate must meet all other applicable application and eligibility criteria when submitting case documentation.

Only failed examination scores or results will be provided; copies of the test items are not revealed since all questions remain in the active examination item pool for future use, unless removed by authority of the psychometric consultant or the Examinations Committee.

(NOTE: Remainder of page intentionally left blank.)

Table 2.
**EFFECTS OF PASSING OR FAILING PARTS
 OF THE CERTIFICATION EXAMINATIONS**

How to use this Table

- Begin with the scenario that fits your situation in Column 1.
- Look first at the various outcomes of the Foot Surgery examination in Column 2.
- In Column 3, directly beside a scenario in Column 2, find the various RRA examination outcomes.
- The result of each specific scenario is listed in Column 4.

1	2	3	4
Part(s) Being Taken	Foot Surgery Results	RRA Surgery Results	New Status Achieved
All Four Parts • Foot Surgery Part I • Foot Surgery Part II • RRA Surgery Part I • RRA Surgery Part II	Pass both parts	Pass both parts	• Certified in Foot Surgery • Certified in RRA Surgery
		• Pass Part I • Fail Part II	• Certified in Foot Surgery • Board Qualified in RRA Surgery**
		• Fail Part I • Pass* or fail Part II	Certified in Foot Surgery
	• Pass Part I • Fail Part II	• Pass Part I • Pass* or fail Part II	• Board Qualified in Foot Surgery** • Board Qualified in RRA Surgery**
		• Fail Part I • Pass* or fail Part II-	Board Qualified in Foot Surgery**
	• Fail Part I • Pass* or fail Part II Fail both parts	• Fail Part I • Pass* or fail Part II Pass* or fail Part I Pass* or fail Part II	No status
Three Parts (When the candidate is already Board Qualified in Foot Surgery) • Foot Surgery Part II • RRA Surgery Part I • RRA Surgery Part II	Pass Part II	Pass both parts	• Certified in Foot Surgery • Certified in RRA Surgery
		• Pass Part I • Fail Part II	• Certified in Foot Surgery • Board Qualified in RRA Surgery**
	Fail Part II	• Fail Part I • Pass* or fail Part II	Certified in Foot Surgery
		• Pass Part I • Pass* or fail Part II • Fail Part I • Pass* Part II	• Board Qualified in RRA Surgery** (remains Board Qualified in Foot Surgery***) No RRA status (remains Board Qualified in Foot Surgery***)
Two Parts (When the candidate is already certified in Foot Surgery) • RRA Surgery Part I • RRA Surgery Part II	Passed in previous years	Pass both parts	Certified in RRA Surgery
		• Pass Part I • Fail Part II	• Board Qualified in RRA Surgery** (remains Certified in Foot Surgery)
		• Fail Part I • Pass* or fail Part II	No RRA status (remains Certified in Foot Surgery)
Two Parts (When the candidate is already Board Qualified in Foot and RRA Surgery) • Foot Surgery Part II • RRA Surgery Part II	Pass Part II	Pass Part II	• Certified in Foot Surgery • Certified in RRA Surgery
		Fail Part II	• Certified in Foot Surgery (remains Board Qualified in RRA Surgery***)
	Fail Part II	Pass* Part II	No new status (remains Board Qualified in both Foot and RRA Surgery***)
One Part (When the candidate is already certified in Foot Surgery and Board Qualified in RRA Surgery) • RRA Surgery Part II	Passed in previous years	Pass Part II	Certified in RRA Surgery
		Fail Part II	No new status (remains certified in Foot Surgery and Board Qualified in RRA Surgery***)

* Because Foot Surgery certification is a prerequisite to RRA certification, failing to achieve Foot Surgery certification prevents RRA certification, even if both parts of the RRA examination are passed. However, if a candidate passes either part of the RRA examination, they receive credit for those examinations passed (See Part II, Section B. 5).

** Board Qualified status is granted for seven (7) years.

*** Board Qualified status date does not change (granted for seven (7) years from date of passing the board qualification examination).

Examination Information

The Part I examination(s) are computer administered test(s) at selected locations within the United States and begin on May 15 and end on June 12. Examination site selection opens approximately 120 days prior to the start of the first day of the examination(s). All fees must be paid before site selection access is permitted. Candidates will be notified via e-mail when site selection is available for Part I examination(s).

The Part II examinations will be held at the Chicago O'Hare Marriott Hotel on June 25-27, 2010. Candidates will receive complete information on hotel accommodations, transportation, schedules, and other important aspects of the examination in early May 2010.

- A. EXAMINATION STUDY GUIDE (ABPS 420).** A study guide is available online at www.abps.org. The study guide contains information about subject areas covered in ABPS examinations and examples of the Part I and the Part II questions. A bibliography is also included for study purposes. Beginning January 1, 2010, a computer practice examination will be available. There will be a link to the practice examination on the ABPS web site at www.abps.org.
- B. EXAMINATION SITE SELECTION AND ADMISSION.** All fees must be paid before site selection is permitted. Candidates sitting for the Part I examination(s) schedule their date, time and location to take the examination through the web site of the test administrator, Pearson Vue, at www.pearsonvue.com/signin. On the site you will see two panels; in the panel on the right, scroll down and click on American Board of Podiatric Surgery. This will take you to a logon screen. Use the ID and password sent to you from the ABPS for site selection. After you have selected a date, time, and location, **be sure to print a copy of the confirmation**. The confirmation includes your schedule and the location of the testing center, including directions to the center.

When you arrive at the test center you will be required to present **two forms of current identification, both with signature**. Please note that one of the pieces of identification must be your non-expired government issued photo identification with signature. Your name as it appears on the two forms of ID you bring to the test center must match your name exactly as it appears on your Examination Confirmation letter. If, for example, you maintain your maiden name for your ABPS records and your married name on your driver's license or passport, you must contact the ABPS at 415-553-7800, extension 122 at least 72 hours before your scheduled examination to secure a revised Examination Confirmation letter that contains the same information as the two pieces of identification you will provide to the testing center.

Failure to present acceptable identification as noted above will prevent you from being allowed entry into the test center to examine. If this occurs, you will be marked 'Absent' and will forfeit the entire examination fee and seat."

Candidates sitting for the Part II examination(s) must present government issued photo identification (i.e., driver's license or passport) on Thursday evening for the Part II RRA Surgery examination and on Friday evening for the Part II Foot Surgery examination in Chicago. The RRA Part II schedule will be distributed just prior to the RRA Candidate Orientation session scheduled for 8:00 p.m. on Thursday. The Foot Surgery Part II schedule distribution will take place from 6:00 p.m. to 8:00 p.m. outside the Chicago Ballrooms. **Only those candidates with a government issued photo ID (i.e., driver's license or passport) will be admitted to the Part II examination(s).**

- C. PART I EXAMINATIONS.** The Part I examinations demonstrate the candidate's cognitive knowledge of medicine and surgery and the perioperative care of the podiatric surgical patient. The examinations also serve to evaluate the candidate's knowledge and skill in obtaining and interpreting clinical information as

well as the ability to reason logically and to arrive at a diagnosis or treatment plan for a specific patient presentation.

1. **General Information.**

- **Format.** The examinations consist of objective (i.e., multiple-choice) questions. Each question typically has only ONE best answer. However, there may be some clinical decision making questions where more than one response may be scored correct. A portion of the Part I questions involves interpretation of pictorial materials.
- **Scoring.** The examination(s) is (are) graded and results provided as a scale score. They are not graded on a curve. The Board of Directors sets passing scores based on psychometric evaluation of the examination.
- **Review of Scores.** Each examination is scored by computer, and failed examinations are automatically rechecked and reviewed. Therefore, once examination results are mailed to candidates, there is no further review of scores.
- **Inclusion of Non-Scored Questions.** Some questions may be included in the ABPS examinations to improve the examination system and to provide data for investigations into the examination process. Such questions are not counted in determining candidate scores.

2. **Part I Examination in Foot Surgery.**

- **Content.** The examination will involve diagnostic and perioperative care of the podiatric surgical patient encompassing the foot and ankle. Intraoperative areas will include surgical procedures of the entire foot with the exception of reconstructive rearfoot and ankle procedures. The examinations also serve to evaluate the candidate's knowledge and skill in obtaining and interpreting clinical information as well as the ability to reason logically and to arrive at a diagnosis or treatment plan for a specific patient presentation.
- **Schedule.** A minimum of 150 questions is administered in one session lasting no more than four hours.

3. **Part I Examination in Reconstructive Rearfoot/Ankle Surgery.**

- **Content.** The examination will involve diagnostic, intra-operative, and perioperative care of the podiatric surgical patient pertaining to reconstructive rearfoot and ankle procedures. The examinations also serve to evaluate the candidate's knowledge and skill in obtaining and interpreting clinical information as well as the ability to reason logically and to arrive at a diagnosis or treatment plan for a specific patient presentation.
- **Schedule.** A minimum of 150 questions is given in one session of no more than four hours in length.

D. Part II EXAMINATIONS. The Part II examinations serve to evaluate the candidate's knowledge and skill in obtaining and interpreting clinical information as well as the ability to reason logically and to arrive at a diagnosis or treatment plan for a specific patient presentation.

1. **General Information.**

- **Format.** The examination will consist of two formats. One format will be the traditional examiner/candidate sessions. The other format will be administered by computer.
 - For the traditional examiner/candidate questions, the candidate will receive a Candidate Information Sheet at the beginning of each question that contains a case description or problem. The candidate may request more information from the examiner, including history and physical, radiographs, and laboratory reports. The examiner will respond only as a patient and will not interpret any clinical data. The examiner will not volunteer information, so the candidate must be careful and specific in asking for additional information. The candidate is responsible for

pursuing a line of questioning until all needed information is acquired.

- For the Computer-based Patient Simulation (CBPS) certification questions, the computer presents the candidate with a patient scenario, and the candidate interactively enters selections from lists and moves through the question to completion.
- Scoring. Each year a passing score is set by the Board of Directors based on psychometric evaluation of the examination.
- Review of Scores. The scorecards of failing candidates are automatically reviewed and rechecked for accuracy. Therefore, once examination results are mailed to candidates, there is no further review of scores.
- Conflict. For the traditional oral examiner/candidate questions, if a candidate upon entering an examiner's room believes a conflict exists, he/she must immediately request another examiner by notifying the examination proctor.
- Challenge Examination. If a candidate feels that an oral examiner has been unfair, or that a personality conflict has interfered with the examination, the candidate may request a challenge examination by another examiner. The candidate **must** request the challenge **immediately upon leaving the examiner's room**. The Chair of the Examinations Committee determines whether to warrant a challenge examination. Specific instructions about this process will be given to candidates during the **mandatory** candidate briefing sessions prior to the respective examination on Thursday evening for RRA Surgery and Friday evening for Foot Surgery.

2. **Part II Examination in Foot Surgery.**

- Schedule. There are 22 cases given over one and one-half days. Six cases will be administered in the traditional oral examiner/candidate setting. A different examiner gives each question. Six full-length cases and 10 mini-cases will be administered by computer.
- Content. The cases will involve diagnostic and perioperative care of the podiatric surgical patient, encompassing the foot and ankle. Intra-operative areas include surgical procedures of the entire foot with the exception of reconstructive rearfoot and ankle procedures.

3. **Part II Examination in Reconstructive Rearfoot/Ankle Surgery.**

- Schedule. There are 18 cases given over one day. Four cases will be administered in the traditional oral examiner/candidate setting. A different examiner gives each question. Four full-length cases and 10 mini-cases will be administered by computer.
- Content. Cases will involve diagnostic, intraoperative, and perioperative care of the podiatric surgical patient pertaining to reconstructive rearfoot and ankle procedures.

E. **EFFECTS OF PASSING OR FAILING EXAMINATIONS.**

- Effects of passing or failing various parts of the **certification examinations** are detailed in Table 2 on Page 10.
- Table 1 on page 5 lists the effects of passing or failing the **Part I examinations**.

Only failed examination scores or results will be provided; copies of the test materials are not revealed since all content remains in the active examination item pool for future use, unless removed by authority of the psychometric consultant or the Examinations Committee.

- F. **NOTIFICATION**. Examination results will be mailed in an envelope marked "Personal and Confidential" Results will be available on the candidates ABPS personal page at www.abps.org on the day they are mailed. Candidates will need their ABPS username and password to access their personal page. Following are the scheduled mailing dates for the examination results:

- Part I results will be mailed no later than July 16, 2010. If results are not received by July 26, they will be given upon request by telephone. (Note: candidates taking both Part I and Part II in the same year will receive results with the Part II mailing.)
- Part II results will be mailed no later than August 13, 2010. If results are not received by August 23, they will be given upon request by telephone.

Fees and Refunds

- A. PAYMENT OF FEES.** Fees must be paid by debit card or credit card (VISA, MasterCard, or American Express). Fees are listed in Table 3 on Page 15. Please do not ask to make payment arrangements.
- B. REFUNDS, LATE WITHDRAWALS, ROLLOVERS, NEW, AND LATE APPLICATION FEES.**
- **No Refund of Application Fee.** The application fee is not refundable. A candidate selected for a multi-year residency program after applying for Part I will receive a refund of the application fee, provided the candidate notifies ABPS of the withdrawal prior to the deadline.
 - **Refunds of Examination Fees.**
 - The examination fee is automatically refunded to Part II candidates if their procedure list is not approved.
 - Part I and Part II candidates with approved procedures may receive a full refund when withdrawing before the late withdrawal deadline. However, initial candidates who are returned their examination fees will be required to pay an additional application fee at the time of reactivation.
 - **Late Withdrawal Fee.** **ABPS may assess a late withdrawal fee on withdrawals received after April 30, 2010 for the Part I examinations and May 28, 2010 for the Part II examinations.**
 - **Rollover of Fees.** When a candidate withdraws and does not request a refund, no new application fee will be assessed.
 - **New Application Fee.** A new application fee is assessed when candidates reactivate their applications after withdrawing from an examination and receiving a refund of the examination fees.
 - **Late Application Fee.** Candidates who request to apply after the application deadline will be assessed a \$100.00 Late Application Fee. Admittance of late applicants is solely at the discretion of ABPS.
- C. NO SHOWS.** Any candidate who does not appear for the examination and who has not withdrawn before the day of the examination will forfeit all fees.

(Table 3, Required Fees for 2010 ABPS Examinations is shown on following page)

Table_3.

REQUIRED FEES FOR 2010 ABPS EXAMINATIONS							
Part I				Part II			
Foot Surgery		RRA Surgery		Foot Surgery		RRA Surgery	
Application fee*	\$200	Application fee*	\$200	Application fee*	\$200	Application fee*	\$200
Examination fee	\$650	Examination fee	\$650	Exam fee—oral	\$700	Exam fee – oral	\$700
Reexamination fee (same as above)		Reexamination fee (same as above)		Reexamination fee (same as above)		Reexamination fee (same as above)	
Late Withdrawal fee	\$150	Late Withdrawal fee	\$150	Late Withdrawal fee • Both parts \$250 • One part \$150		Late Withdrawal fee • Both parts \$250 • One part \$150	

*The \$200 application fee is not refundable. Candidates applying for more than one examination in the same year pay only one application fee. Candidates applying for reexamination or reactivation who did not request refunds in previous years do not pay an application fee.

(NOTE: Remainder of page intentionally left blank)

Deadlines and Calendar

2010 ABPS EXAMINATIONS CALENDAR

Initial certification applications due.

January 2010							February 2010						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2		1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28						
31													

**Board Qualified applications due
Reexamination and Reactivation applications due**

Complete cases due.

March 2010							April 2010						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6					1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28	29	30	

Case documentation notification sent.

Last day to withdraw without penalty: qualification examination(s)

May 2010							June 2010						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30			
30	31												

Last day to withdraw without penalty: oral examination

2010 ABPS Examinations
May 15 – June 5 – Foot and RRA written examinations
June 25 – RRA Oral examination
June 26-27 – Foot Oral examinations