

ABPS 111

Information and Requirements for Diplomate Self-Assessment 2010



This document contains information specific to the 2010 examinations only.

AMERICAN BOARD OF PODIATRIC SURGERY

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Table of Contents

	<u>Page</u>
Introduction	3
1. Self-Assessment of Foot and Ankle Surgery Diplomates	4
2. Notification and Fees.....	5
3. Applying, Documentation, and Payment of Fees	5
Deadlines	6

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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.

Introduction

Maintenance of competence has become a major element of the current healthcare environment as prepaid health plans and health maintenance organizations require ongoing evaluation of their providers. The American Board of Podiatric Surgery (ABPS) has always included a process for ongoing diplomate evaluation in its policies and procedures. Through 1990, ABPS diplomates were required to take a self-assessment examination every 10 years that would provide them with data to use in choosing continuing education endeavors. In 1991, the ABPS changed the ongoing evaluation process to require diplomates to pass a written examination that demonstrates a level of cognitive knowledge in the diplomate’s category(ies) of certification. Under current bylaws, podiatric surgeons certified by the American Board of Podiatric Surgery are required to participate in the ongoing evaluation process that was in effect when they became certified.

Note that Diplomates of the American Board of Ambulatory Foot Surgery (a section of the American Board of Podiatric Surgery) do not have an ongoing evaluation requirement.

Until 1991, ABPS had only one certification category. When two categories (Foot Surgery and Reconstructive Rearfoot/Ankle Surgery) were established in 1991, diplomates certified prior to 1991 were designated “Foot and Ankle Surgery” diplomates. These diplomates have the opportunity to voluntarily convert to certifications in both Foot Surgery and Reconstructive Rearfoot/Ankle Surgery by participating in a process developed by the Board of Directors (ABPS 112 document describes recertification/conversion of status). ABPS 111 document describes the self-assessment requirements as promulgated for the 2010 examinations.

Overview of Self-Assessment

Diplomates certified prior to 1991 are required to complete a self-assessment process every 10 years. Diplomates must be evaluated in the eighth, ninth, or tenth year following the last certification achieved. The self-assessment process must be repeated every ten years to maintain diplomate status. To self-assess successfully, the diplomate must apply for the self-assessment process while in his/her three-year window, demonstrate active surgical practice in foot and ankle surgery, and complete in good faith the self-assessment examination.

Candidates for self-assessment take an examination developed by the Examinations Committee and approved by the Board of Directors.

Self-Assessment Timeline

<p>Application and fees must be received by Friday, February 5</p>	<p>Examination is held Friday, March 12 through Saturday, March 27</p>	<p>Results are sent to registrants by Friday, April 23</p>
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1 Self-Assessment of Foot and Ankle Surgery Diplomates

A Diplomate certified in Foot and Ankle Surgery (1975-90) may self-assess by the process described below.

1. **Requirement.** Under provisions of the bylaws in effect at the time of their certification, ABPS diplomates certified in Foot and Ankle Surgery (1975-90) are required to successfully complete in good faith a self-assessment examination every 10 years to maintain certification.
2. **Method.** The self-assessment process includes the following:
 - a. **Examination.** The Self-Assessment Examination is a computer-administered multiple-choice examination as approved by the Board of Directors. The ABPS offers the examination at computer test sites from Friday, March 12, 2010 through Saturday, March 27, 2010.
 - b. **Proof of current active surgical practice.** Diplomates must demonstrate current active surgical practice by providing proof of current active surgical privileges commensurate with the applicable certification category.
3. **Content.** You will find full discussion of specific subject areas tested in ABPS 420 (Study Guide). The examination involves diagnostic, intraoperative, and perioperative care of the podiatric surgical patient encompassing the foot and ankle. The Study Guide is available on the ABPS web site at www.abps.org. A practice examination based on the ABPS 420 will be available beginning January 1, 2010. The examination can be accessed from a link on the home page of the ABPS web site at www.abps.org.
4. **Administration.** Question level feedback may be viewed after completing the test. The correct answer and an explanation are provided along with the text of the question.
5. **Scoring.** **Diplomates must appropriately complete all 100 items in the examination.** No later than April 23, examinees will receive the results of the examination.

Only 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.
6. **Notification.** The ABPS mails examination statistics in an envelope marked “Personal and Confidential” no later than Friday, April 23, 2010. If you have not received the examination statistics by Monday, May 3, you may request them by telephone.
7. **Three-year Window of Opportunity.** Diplomates must take the Self-Assessment Examination in the eighth, ninth, or tenth year following initial certification and similarly every ten years.
8. **Noncompliance.** Diplomates who do not take the Self-Assessment Examination within the prescribed time period may have their diplomate status revoked.
9. **Reinstatement.** A diplomate whose status has been revoked for not taking the Self-Assessment Examination must request reinstatement by the Board of Directors.

10. **Effect of Self-Assessment.** By successfully completing the Self-Assessment Examination, a Foot and Ankle Surgery Diplomate maintains certification in 10-year increments from the original date of certification.
11. **Designation.** Diplomates who have self-assessed are **not** recertified. ABPS verification statements will include “took the Self-Assessment Examination to maintain certification.”

2 Notification and Fees

1. **Notification.** The ABPS sends a notice in November of eligibility to Diplomates whose certification dates are within the three-year window of opportunity for the 2010 Self-Assessment Examination.
2. **Fees.**¹

Examination	Application fee (nonrefundable)	Examination fee	Total fee
Foot and Ankle Surgery	\$200	\$600	\$800

3. **Submitting the Documentation and Fees.** See Section 3 for information on how to apply and pay fees.
4. **Late Withdrawal Penalty.** There is a late withdrawal penalty of \$100 for any withdrawal made after Friday, February 19, 2010. Registrants withdrawing after February 19 will receive a withdrawal number, which must be presented if questions concerning withdrawal arise.
5. **Absence Without Withdrawing.** Any registrant who does not take the examination and who does not withdraw before the first day of the examination will forfeit all fees.

3 Applying, Documentation, and Payment of Fees

1. Applying.

Applying is completed **online**. Go to www.abps.org and login using your ABPS username and password (provided in your notification letter); click “My Tasks” on the left navigation bar; then click “Apply for an Exam” in the dropdown and follow the instructions on the application screen. If you do not have your username and password, contact the ABPS by e-mail at info@abps.org or by telephone at 415-553-7800, extension 110. Online applications will be considered as signed when submitted.

2. Examination Site Selection and Admission.

All fees must be paid before site selection is permitted. Candidates sitting for the SAE examination 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

¹ Effective with the 2009 examination cycle, Diplomates completing the self-assessment process are not required to pay the annual re-registration fee for the year following completion of self-assessment.

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."

3. Documentation of Active Surgical Privileges.

Diplomates must request the hospital/surgery center to submit proof of active surgical privileges in foot and ankle surgery. The documentation must contain a notarized signature of a hospital/surgery center official, or said signature with the embossed seal of the hospital/surgery center.

4. Payment Method.

You must pay by debit card or credit card (American Express, VISA, or MasterCard). Follow the online instructions when completing the application.

American Board of Podiatric Surgery
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If after reading these instructions you need assistance,
please contact the ABPS Applications Manager at

Voice: 415/553-7804 FAX: 415/553-7801
M-F 9 a.m. to 5 p.m. (Pacific time)

Or you may e-mail us at info@abps.org.

Self-Assessment Application Deadline

The ABPS must receive your application, privilege documentation, and payment by **5:00 p.m. Pacific time on Friday, February 5, 2010.**