

## Frequently Asked Questions for Board the ABPM Board Qualification & Certification Examinations

### Am I eligible to sit for the ABPM Board Examinations?

Candidates completing PMSR or PM&S programs may sit for the board qualification exam only at the conclusion of their final residency year. Individuals holding older residency certificates (e.g. from PPMR, POR or PSR programs) must have completed the CPME-approved minimum requirement for residency training, inclusive of either a PPMR or POR program. Note: A RPR/PSR training sequence does not fulfill the criteria for application.

#### A. For candidates completing their residency training in 2015 or thereafter:

Candidates **MUST TAKE** the board qualification examination **WITHIN 5 YEARS OF COMPLETION OF THEIR RESIDENCY TRAINING**. Individuals who do not attempt to achieve board qualification within this time period will not be eligible to participate in the examination process thereafter.

Candidates who meet the above requirement but do not pass the certification process within five years will be granted an additional five years of access to the examination process, with the following stipulation:

Candidates who do not achieve certification within five years from first attaining board qualified status; they must apply for full certification and pass both part 1 (qualification examination) and part 2 (certification examination) within the same examination year.

Candidates **MUST** achieve certification with the ABPM within 10 years from the time of completion of residency training. Applications for examinations will not be accepted thereafter.

#### B. For candidates who completed 36 months of eligible residency training prior to 2015:

Candidates who obtained board qualification status by 2018 may apply for board certification (part 2) only in 2019. Candidates who did not obtain board qualified status by 2018 are still eligible to sit for the 2019 examination but must apply for both parts 1 and 2. If board certification is not achieved by 2019, these candidates will be granted an additional 4 years of access to the certification process. Candidates will not be granted board qualification classification even if part 1 of the examination process is passed.

Candidates who do not attempt Part 1 by 2018 must apply for both part 1 and 2 in 2019.

Candidates who meet these requirements but do not obtain board certification will be granted an additional 4 years of access to the certification process but must pass both parts 1 and 2 in the same examination year.

Failure to adhere to the above policy by the 2019 examination cycle will result in forfeiture of the individual's eligibility to participate in the examination process thereafter.

#### C. For candidates who completed 24 months of eligible residency training:

- 2018 marked the last year in which applicants with 2 years of CPME-approved residency training could have applied for the ABPM examination process. Only candidates who achieved board qualified status and have passed case review by 2018 are eligible to continue to part 2 of the certification process through 2020. No extensions will be granted thereafter
- Beginning in 2019 all applicants must have 3 years of approved residency training to be eligible to sit for the examinations.

### **How do I apply if I want to sit for both parts of the examination in the same year?**

If your intent is to sit for both the qualification and certification examinations in 2019, you must apply and pay for both Parts I and 2 with the submission of your application. There is only one application process which ends March 15, 2019.

### **What are the Requirements to Achieve Board Qualification and Board Certification?**

#### **To Achieve Board Qualification:**

Applicants for the qualification examination may apply ONLY at the conclusion of their residency training, or thereafter, as specified below. Candidates holding older residency certificates (e.g. from PPMR, POR or PSR programs) must have completed the CPME-approved minimum requirement for residency training, inclusive of either a PPMR or POR program. Note: A RPR/PSR or PSR-24 training sequence does not fulfill the criteria for application.

#### **To Achieve Board Certification:**

Applicants who meet these requirements, who pass Part 1 and Part 2 must provide evidence of an active license to practice podiatric medicine to be granted board certified classification.

### **What are the dates of each examination?**

- Part I-Qualification Examination will be administered on Wednesday, May 15, 2019
- Part 2-Certification Examination will be administered on Monday, October 7, 2019
- Part 1-Second Qualification Examination will be administered on September 12 but does not allow admission to the Part 2 examination in 2019.

### **When are examination applications for Part I and Part 2 due?**

- If your intent is to sit for both part 1 and 2 in 2019, you may choose option 3 below and pay the designated amount with the submission of your application by March 15, 2019.
- If you wish to sit for the qualification exam initially and apply for the certification portion shortly after receiving your results, you may do so, but the application fee is required with each submission.
- If you are currently holding board qualified status, you may submit your application for part 2 only by July 12, 2019

### **What are the examination fees and deadlines?**

- Part I Board Qualification Exam only: \$ 400.00
- Part 2 Board Certification Exam only: \$1,600.00
- Part I and Part 2: \$1,750.00

### **How do I apply for the examinations?**

- A single application is present on the website that includes sections for Part I and 2. The application must be submitted electronically. The applicant is to click on the section(s) applicable to the examination(s) selected.
- Each section includes a separate fee. For example, if you intend to sit for both Part I and Part 2, the total amount due is \$1,750.00

### **If I intend to attempt both Part I and Part 2 in the same examination year, can I pay for them separately (i.e. after I pass part 1)?**

No. Full examination fees must be paid at the time of application. If you are not successful in passing Part 1 appropriate fees will be refunded for Part 2.

### **What is the refund policy?**

Applicants who are unable to take the examination may request a refund. **Appropriate** fees will be refunded up to 30 days prior to the examination. There is \$250 application fee that is non-refundable upon receipt. If headquarters is notified less than 30 days prior to the examination, refund fees listed on the application will apply. **Any documentation that is submitted for a refund is reviewed by committee and determinations are made on an individual basis.** Applicants who do not request a refund prior to the examination, and who do not appear for any portion of the examination, waive the right to have any of their examination fee refunded.

### **How are the examinations administered?**

Examinations are administered through a network of national testing centers. ABPM will provide contact information to examination candidates on how to schedule their test-center appointment approximately 6 weeks prior to the examination date. Candidates are responsible for scheduling their own examination. Access to the test center location of choice is subject to a given center's availability.

### **What is the testing center environment like?**

Test centers are designed to provide a consistent, standardized testing experience in a quiet, distraction-free environment. All centers are designed to provide candidates with the most comfort possible during the examination process.

### **What if I need a Special Accommodations for testing?**

Special accommodations requests are handled on an individual basis. Letter of request and documentation must be submitted electronically with the electronic application. Reasonable accommodations are based on test center availability.

### **How are the examinations structured?**

- The board qualification examination consists of 200 multiple choice and enhanced matching scorable items. There are an additional 25 unscored items also administered during the exam.
- The board certification examination consists of 8 separately scored clinical scenarios that need to be worked through by the candidate. Candidates are provided initial patient information and other relevant clinical material from which to work through the case. Each segment of the case is assigned scoring criteria. As the clinical content varies from case to case the particular scoring criteria, likewise, varies accordingly. A total of 6 out of 8 cases must be successfully passed. Two additional cases are also administered during the exam but are unscored.
- The examination subject area content is delineated further in the Subject Outline of the General Examination Information link on the website.

### **What kind of study material is offered?**

ABPM now has an app for iOS/Android devices which contains practice questions to help prepare for the Part 1 (Qualification) examination. To download the app, please search for ABPM in [Apple iTunes](#) or [Google Play](#). In addition, The American College of Foot and Ankle Orthopedics and Medicine offers a Review Text. Information can be found on their website [www.ACFAOM.org](http://www.ACFAOM.org).

A powerpoint presentation is available to all candidates sitting for the Certification (Part 2) examination. Opening this link will allow candidates to view and navigate through a sample case. It is highly recommended that all candidates view this information to familiarize themselves with the examination process. This will be the only training available prior to the actual examination.

### **When do I receive my results?**

Candidates will be furnished examination results on line approximately 6-8 weeks from the examination date, along with an explanation of their results. There is no appeal after the conclusion of the examination. The Board

will not discuss the specifics of an individual candidate's performance for any reason, including, but not limited to, using examination results as a study guide for future needs, etc.

**What are annual re-registration fees (dues)?**

Upon achieving either board qualified or board certified classification individuals **are subsequently required to pay annual re-registration fees**. Payment is due in February of each year and will incur a late payment penalty if delinquent. The following is the present fee structure:

Board Qualified: \$200

Board Certified: \$350

**What additional financial and other obligations will I be responsible for after becoming board certified?**

Individuals who achieve board certification are granted this classification for a 10 year period with the following provision:

Newly board certified members (Diplomates) are required to provide ongoing documentation of remaining current in the specialty. They are automatically enrolled in the ABPM Maintenance of Certification (MOC) Program. The program outlines the re-credentialing requirements over the duration of the Diplomate's 10 year cycle.

The new Diplomate will receive further enrollment information for the MOC program. Details and requirements of the program are available at the ABPM website. The enrollment fee may be paid in two ways: \$200 annually for the 10-year cycle, or a single initial payment of \$1635. Enrollment begins the calendar year following the year in which the individual achieved board certification.