

APPEALS POLICY OF THE AMERICAN OSTEOPATHIC BOARD OF PATHOLOGY

The American Osteopathic Board of Pathology is committed to assuring that aggrieved candidates for certification have access to an appeal concerning the certification and recertification examinations. In accordance with the policies of the American Osteopathic Association (AOA), candidates for certification may appeal decisions of the AOBPa to the AOA Bureau of Osteopathic Specialists (BOS). Thereafter, where necessary, candidates may appeal the decision of the BOS to the Board of Trustees of the AOA. Before pursuing an appeal within the AOA, candidates shall appeal decisions to the AOBPa related to the examination in accordance with the following policy:

A. Initial Appeal

1. Scope of Appeal
 - a. Appealable Issues. Candidates may appeal to the AOBPa to raise concerns relative to the examination's administration (i.e., alleged bias/prejudice of a member of an examination team or failure to follow established examination procedures).
 - b. Non-Appealable Issues. The AOBPa will not consider appeals based on examination content, sufficiency or accuracy of answers given to examination questions, scoring of the examination, scoring of answers to individual questions, and/or the determination of the minimum passing score.
2. Procedure for Appeal.
 - a. Appeal Petition. In order to appeal concerning the examination, a candidate must set forth the basis for his/her appeal on an Appeal Petition and submit the form to the Board. Appeal Petitions will be provided to all certification candidates prior to the commencement of the examination. The appellant must submit the completed Appeal Petition to the Board or Board representative within thirty (30) days after he/she has completed the written/practical examinations only or within **two hours** after he/she has completed any oral examination.
 - b. Late Appeals. All appeals submitted after the two hour deadline for oral exams and 30 day deadline for written/practical exams for submission of the Appeal Petition will be denied.
 - c. Evaluation of Appeal. Each appeal submitted on an Appeal Petition within two hours of completion of the oral examination and 30 days for written/practical exams will be considered by the AOBPa's Examination Committee. A majority vote of the Committee will determine whether the AOBPa accepts or denies the appeal.
 - d. Notification of Candidates. Candidates will be advised by the AOBPa of the Examination Committee's decision by certified mail.
3. Effect of Decision.
 - a. Decision to Accept Appeal.
 - i. No Scoring or Recording of Exam. If the Appeal Committee accepts an appeal, then the candidate's examination will not be scored or recorded.
 - ii. Right to Retake Examination. A candidate whose appeal is accepted shall have the right to a new examination at the next scheduled examination date at no additional application or examination fee. (All other fees incurred are the responsibility of the candidate.) At that time, the examination will be conducted by a different examination team. The candidate's original application documents will be utilized and the examination will be conducted in accordance with the format for the current examination.

- iii. Failure to Retake Examination. If for any reason the candidate elects NOT to retake the examination at the next scheduled date, his/her appeal shall be considered null and void and the candidate will be required to reapply for the certification examination and his/her application shall be considered in accordance with the criteria in effect at the time he/she submits the new application. Exceptions (for good cause) to this stipulation will be considered on an individual basis by the Executive Committee.

B. Further Appeals.

1. Current Examination. The candidate whose appeal is accepted by the Board shall not have the right to further appeal the current examination results to either the Bureau or to the AOA.
2. Subsequent Examination. The candidate whose appeal is accepted by the Board shall not have the right to appeal the next scheduled examination to the Board under this Policy. However, the candidate shall have the right to appeal to the Bureau.
3. Decision to Deny Appeal. If an appeal is denied by the Board's Appeals Committee, the candidate shall have the right to appeal to the Bureau. Candidates interested in appealing to the Bureau should contact the American Osteopathic Association, Department of Education, Division of Certification, and 142 East Ontario St., Chicago, IL 60611.

Your signature indicates that you have read and understand the above:

Print Name:

Signature:

Date: