

# APPLICATION HANDBOOK 2014



## AMERICAN OSTEOPATHIC BOARD OF PATHOLOGY

Anatomic Pathology  
Laboratory Medicine  
Forensic Pathology  
Dermatopathology

Established 1943

### Affiliated Organizations

American Osteopathic Association  
American Osteopathic College of Pathologists, Inc. (AOCP)

Revised Handbook 7/30/2014

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## **I. CLASSIFICATIONS**

A. The American Osteopathic Board of Pathology (AOBPa) is responsible for evaluation and recommendation for Board certification in the specialty areas of:

- Anatomic Pathology
- Laboratory Medicine
- Forensic Pathology
- Dermatopathology

The AOBPa is also responsible for providing evaluation and recommendation for Certification of Added Qualifications (CAQ) in Dermatopathology for Pathology/Dermatopathology candidates.

## **B. BOARD ELIGIBLE:**

1. Having met training and other requirements established by the American Osteopathic Association (AOA) and the AOBPa, the AOBPa upon favorable recommendation from its Credentials Committee will register the applicant as “Board Eligible”(BE) in the specialty area requested by application (description of eligibility requirements are described in sections II and III ). This designation entitles the registrant to sit for examination by the AOBPa for a period of up to six (6) consecutive years from the date eligibility is established. A registrant will generally lose his/her designation as “Board Eligible” by failure to successfully complete the Board’s examination process and receive Board Certification by the AOA within the 6 years of eligibility. Continuation of BE designation within this 6 year period is dependant on the registrant’s maintenance of credentials and other requirements as required by the AOA and the AOBPa.
2. A resident who enters the last three months of a residency program having received AOA approval of his/her training may submit an application for Board Eligibility. The AOBPa will review the application for all other eligibility requirements. Upon documentation of satisfactory completion of residency training, and upon favorable recommendation from the Credentials Committee, the AOBPa will register the applicant as BE in the specialty area requested in the application. The date of eligibility will usually be established as the date of completion of residency, if all other requirements have been met.

C. **DIPLOMATE:** Only candidates designated by the AOBPa as BE will be permitted to sit for Board certification examination, and only in the specialty area of eligibility previously registered by the AOBPa. The AOA Bureau of Specialists (BOS) makes the determination for Diplomate status in the specialty area, upon successful completion of examination and recommendation to the BOS from the AOBPa. Continuation of the designation of Diplomate is dependent upon maintenance of credentials and other requirements as established by the AOA and the AOBPa.

## **D. CERTIFICATION OF ADDED QUALIFICATIONS:**

Having given evidence of the completion of training and other requirements established by the American Osteopathic Association (AOA) and the AOBPa, the AOBPa upon favorable recommendation from its Credentials Committee will register the applicant as eligible to sit for CAQ examination in the area requested by application (description of eligibility requirements are described in section V of this Handbook). The registrant is entitled to sit for examination by the AOBPa for a period of up to six (6) consecutive years from the date requirements are described in section V of this Handbook).

1. Eligibility is established and designated by the AOBPa. A registrant will generally lose his/her eligibility status due to failure to successfully complete the Board’s examination process and failure to receive the CAQ within the 6 years of eligibility designated. Moreover, continuation of eligibility

designation within this 6-year period is dependant on the registrant's maintenance of credentials and other requirements as required by the AOA and the AOBPa.

E. Osteopathic Continuous Certification:

1. Effective 1995, all Board Certifications are issued for a ten (10) year period. A Recertification process by examination is available for additional 10-year increments. Recertification is voluntary for Diplomates holding certificates issued prior to 1/1/1995 (non-time-limited). Failure to pass the recertification examination for such non-time-limited Diplomates would not cause revocation of Diplomate status.
2. To be eligible to renew certification from the AOA through the AOBPa, the Diplomate must meet the following minimum requisites:
  - a. Must hold certification for a period of not less than eight years prior to applying for recertification. This requirement may be waived in cases of retirement from active practice, protracted illness, limited consultation services or other reasons acceptable to the Board.
  - b. Have maintained continuous membership in the AOA and conformed to the standards set forth in that organization, to include the Code of Ethics.
  - c. Accumulated the required Continuing Medical Education (CME), categories I or II, to maintain continued Diplomate status.
  - d. Have a valid State license within the State of Practice.
3. Recertification examination is designed to assess the Diplomate's continued understanding of current specialty area knowledge and practice, as well as how well the Diplomate can apply this understanding to practical scenarios.

F. REENTRY PATHWAY:

1. The AOA has allowed the various specialty Boards to develop reentry pathways for those osteopathic physicians who have completed AOA approved internships, have completed allopathic residencies, but who have not applied for AOA approval of their residency status within the required six (6) years normally required to be Board eligible.
2. The AOBPa welcomes the reentry of those osteopathic physicians, who are Diplomates of the American Board of Pathology, who would like to become Diplomates of the AOBPa in our specialty areas.
3. Such individuals do not become Board eligible. However, they can apply to sit for examination. Upon favorable review by the AOBPa's Credentials Committee, the AOBPa will register the applicant to sit for examination in the specialty area requested on the application.
4. In recognition of the applicant being an ABPa Diplomate in their specialty area, the AOBPa will only require such reentry applicants to sit for a written/essay/practical and oral examination.
5. All other aspects for becoming a Diplomate will remain the same as for other BE candidates.
6. The AOCPP approves the program reports as candidates seek COPT approval of their programs. Candidates will get all the necessary paperwork to be completed from AOCPP.

**II. AOA REQUISITES DETERMINING ELIGIBILITY**

A. DEFINITION: Board eligibility is defined as that status granted candidates who:

1. Have documented the satisfactory completion of an AOA approved residency, preceptorship or fellowship program or, if applicable, the practice requirement (when seeking the equivalency pathway option). The AOA Division of Postgraduate Education (DOPE) must approve a candidate's residency training (not the program itself) in order to meet this requirement of eligibility. For more information on obtaining AOA approval, please refer to the AOA Directory.

2. Have documented the satisfactory completion of an AOA approved internship.
3. Have been and remain members in good standing of the AOA or the Canadian Osteopathic Association.
4. Have met all the requirements as established by the appropriate specialty board (for AOBPa requirement, please see section III).
5. Have applied for and have been accepted as a registrant by the appropriate specialty board.

B. **REGISTRATION:** Board eligibility is not granted automatically. A candidate shall not be designated as BE if he/she applies later than 6 years following completion of residency training or completion of practice requirement, if applicable.

1. A candidate who wishes to apply for board eligible status should complete an Eligibility Application Form (available on our Website ([www.aobpath.org](http://www.aobpath.org)) or can be requested from the AOBPa Secretary), and return, along with all necessary documentation to the Secretary of the AOBPa. Additional documentation includes:
  - a. A copy of the institutional certificate indicating the satisfactory completion of residency (along with the AOA OPT approval letter for those in non-AOA approved residency programs),
  - b. A letter(s) of recommendation from the residency program director,
  - c. A copy of the institutional certificate indicating satisfactory completion of an AOA-approved internship,
  - d. And adequate documentation, as determined by the AOBPa, of having met the practice requirements.
2. After review and acceptance of the board eligible application, the Board (AOBPa) shall establish the date of registration as the date of completion of residency training or the date of completion of the practice requirement, if applicable.
3. The secretary of the Board (AOBPa) shall complete the bottom portion of the registration application and return the “Applicant Copy” to the candidate along with a statement that board eligible status is limited to a maximum of six consecutive years.

C. **TERMINATION OF BOARD ELIGIBLE STATUS**

1. BE status shall terminate as of December 31 of the sixth year following the year eligibility was established in July 1989 by the BOS/BOT as listed in the BOS handbook.
2. If a candidate’s residency or period of eligibility was interrupted due to activation and/or deployment by the United States military forces, the Board will review the circumstances and may apply a waiver equal to the time spent deployed or in active military service.
3. In view of a candidate’s right to appeal the results of an examination, board eligibility shall not be terminated due to failure of examinations.
4. If a candidate does not initiate examination within the period of board eligibility, the BE status will be automatically terminated and so recorded by the AOA and the AOBPa.
5. The secretary of the Board shall, upon termination of board eligible status, notify the candidate in writing. The notice shall include a statement that the candidate has the right to appear to the Bureau or may reenter the examination process if eligible.
6. In the event of extenuating circumstances, this Board may approve the extension of a candidate’s board eligibility termination date. Two years shall be the maximum extension. The Secretary of the Bureau shall be notified, in writing, of any such extension.

### III. AOBPa REQUIREMENTS FOR BOARD ELIGIBILITY AND CERTIFICATION

To be eligible to receive Board certification from the American Osteopathic Association through this Board, the applicant must meet the following minimum requirements:

- A. The applicant must be a graduate of an AOA-accredited college of osteopathic medicine.
- B. The applicant must be licensed to practice in the state or territory where his/her practice is conducted.
- C. The applicant must be able to show evidence of conformity to the standards set forth in the AOA Code of Ethics.
- D. The applicant must be a member in good standing of the American Osteopathic Association or the Canadian Osteopathic Association for the two (2) years immediately prior to the date of certification.
- E. The applicant must have satisfactorily completed an AOA-approved internship, or training equivalent to an internship as determined by the COPT.

### IV. SPECIALTY TRAINING REQUIREMENTS FOR CERTIFICATION:

- A. To be eligible for certification in Anatomic Pathology, a period of three years of AOA approved training in the specialty shall be required.
- B. To be eligible for certification in Anatomic Pathology and Laboratory Medicine, a period of not less than four years of AOA approved training in anatomic pathology and laboratory medicine.
- C. To be eligible for certification in Anatomic Pathology or Laboratory Medicine, a period of three years of AOA approved training in the specialty shall be required, after the required one year of internship.
- D. To be eligible for certification in Forensic Pathology, the candidate must:
  - 1. Have a period of two years or more in anatomic pathology and an AOA-approved formal course of study in forensic pathology of at least two years duration. Certification in anatomic pathology is a requirement to apply for the forensic pathology (CSQ) certification examination, or
  - 2. Be certified in either anatomic pathology or combined anatomic pathology/laboratory medicine and have completed a fellowship in an approved forensic pathology program of at least one year.
- E. Eligibility for the written, oral and practical portions of the examination for certification shall be at the first scheduled examination following:
  - 1. Completion of three years of AOA approved residency training in either anatomic pathology or laboratory medicine, or
  - 2. Completion of four years of AOA approved residency training in combined anatomic pathology and laboratory medicine.
  - 3. Completion of two years of anatomic pathology and at least two years of an AOA approved training in forensic pathology.

Subject to the recommendations of the Bureau and to the approval of the AOA Board of Trustee, the Board may require such further training in each of the specialty fields coming under its jurisdiction as in its judgment such field may require, provided that the additional requirements for each specialty field are clearly set forth in the rules and regulations. Additional to requirements shall go into effect one year subsequent to the announcement of such change.

### V. AOBPa REQUIREMENTS FOR CERTIFICATION OF DERMATOPATHOLOGY CERTIFICATE OF ADDED QUALIFICATION (CAQ)

Open to all board-certified, osteopathic dermatologists and pathologists who have completed the basic eligibility requirements (listed below). Following the first three examination dates (1996, 1998 and 2000), only those physicians who have completed an AOA/AOCD/AOCP-approved postgraduate training program in dermatopathology will be eligible. Excepting that subsequent examinations may be open to physicians retaking the examination.

To be eligible to receive CAQ certification from the American Osteopathic Association through this Board, the applicant must meet the following minimum requirements:

- A. Maintain certification through any AOA-approved primary specialty certifying board (AOBD/AOBPa).
- B. Hold a valid, unrestricted license to practice medicine in a state or territory of the United States, or a province of Canada.
- C. Satisfaction of current CME requirements. CME 120 hours (every 3 years). 30 hours in Category 1-A and 90 hours in Category 1A, 1B, 2A or 2B and at least 50 hours in primary specialty.
- D. Completion of one of the following:
  - a. One year AOA approved postgraduate program in dermatopathology. Copy of training certificate and letter of recommendation from program chair required.
  - b. One or two year non-AOA postgraduate training program in dermatopathology. Copy of training certificate, letter of recommendation from program chair and description/summary of program required.

## VI. EXAMINATION PROCESS AND FEES

An examination shall be required and conducted in the case of each Board Eligible applicant. The method(s) and content of the examination procedure shall be determined by the AOBPa and shall be subject to approval of the AOA Board of Trustees.

- A. Date and location of examination will be determined by the AOBPa. Board examinations are generally provided annually in the fall, usually in conjunction with the AOA Annual Convention. Upcoming examination dates can be found on the AOBPa's website ([www.aobpath.org](http://www.aobpath.org)) or by contacting the AOBPa Secretary via the contact information provided at the end of this handbook.
- B. The examination process shall be designed to explore the applicant's familiarity with current advances, soundness of judgment and degree of skill/expertise in the field of interest under examination. The examination process consists of written multiple choice/matching examinations, practical written multiple choice/matching examination, and oral examination. Failure to achieve a final passing grade in any part of the examination shall require the applicant to be reexamined in all parts regardless of the scoring on any individual part of the examination. Reexamination will be available at the next iteration of testing as scheduled by the AOBPa.
- C. Recertification examinations are required at least every ten (10) years for all Board Certified individuals who have received Certification after 1994. Those with Board certification may apply and sit for recertification examination at the examination session. Applications for recertification examinations are available on our Website ([www.aobpath.org](http://www.aobpath.org)) or can be requested from the AOA Certifying Boards Office.
- D. Examination and Processing Fees:
  - Anatomic Pathology General Certification**
  - Laboratory Medicine General Certification**
  - Forensic Pathology General Certification**
  - Application Fee: \$50.00 (required per application)
  - Written: \$600.00
  - Practical: \$600.00
  - Oral: \$600.00
  - All 3 Components: \$1,800.00
  - Any two full-component examinations: \$3,000.00

### **Dermatopathology Certification of Added Qualifications**

Written: \$900.00

Practical: \$900.00

All two components: \$1,800.00

### **All Recertification**

Application Fee: \$50.00 (required per application)

Written & Practical Exam: \$900.00 (applies to all categories)

Fee to take any 2 recertification exams: \$1550.00

Fee to take all 3 recertification exams: \$2,350.00

## **VI. MAINTENANCE REQUIREMENTS FOR BOARD CERTIFICATION OR CAQ**

- A. In order to maintain Board Certification or CAQ status, adherence to the following requirements must be met:
1. Payment of dues of the American Osteopathic Association or the Canadian Osteopathic Association.
  2. Payment of annual certification registration fee, unless the diplomate is classified as inactive.
  3. The diplomate must maintain a minimum of 120 hours of approved and documented AOA continuing medical education credits within a three-year period. 30 hours in Category 1-A and 90 hours in Category 1A, 1B, 2A or 2B and at least 50 hours shall be in their primary specialty.
  4. Adherence to all of the rules and requirements of the AOA, to include the Code of Ethics.
- B. The Board has the power to recommend to the Bureau and the AOA Board of Trustees the revocation of the certificate of any diplomate whose certificate was obtained by fraud or misrepresentation, who exploits the certificate, violates the AOA Code of Ethics or is otherwise disqualified.
- C. Reinstatement of a certificate, which was revoked when the diplomate was dropped from AOA membership for nonpayment of dues, or for nonpayment of the annual registration fee, will be automatic upon reinstatement of the diplomate's AOA membership and/or payment of the registration fee.
- D. Reinstatement of a certificate, which was revoked for any other reason than that stated in paragraph C. above, shall require compliance with the requirements of paragraph A. above, as well as approval of the AOBPa, the BOS and the AOA Board of Trustees.

### **AOBP<sub>a</sub> EXAMINATION SCHEDULE FOR 2014:**

<b>Exam Date</b>	<b>Exam Location</b>	<b>Exam(s) Offered</b>	<b>Application Deadline</b>
Saturday, October 25	Seattle, WA details TBA in conjunction with the AOA Annual Meeting	Board Certification and Recertification	TBD

**For more information concerning the American Osteopathic Board of Pathology, write or call:**

Libby Strong  
Certification Manager, AOBPa  
142 East Ontario Street, 4<sup>th</sup> floor  
Chicago, IL 60611



Phone: (800) 621-1773, extension 8229  
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E-Mail: [aobpa@osteopathic.org](mailto:aobpa@osteopathic.org)  
Website: [www.aobpath.org](http://www.aobpath.org)

**For more information concerning the American Osteopathic College of Pathologists, Inc. (AOCP), write or call:**

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