



Certification Maintenance Handbook

ABOMS

8770 W Bryn Mawr Ave, Suite 1370, Chicago, IL 60631

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***The recognized leader in board certification of
oral and maxillofacial surgery and related disciplines***



Mission

The mission of the American Board of Oral and Maxillofacial Surgery is to ensure that Diplomates meet our standards of training, education, and professionalism through our certification process. As the certifying body in Oral and Maxillofacial Surgery, the ABOMS provides contemporary and innovative programs that promote optimal care and service to the public.

Vision

To be the recognized leader in Board Certification of Oral and Maxillofacial Surgery and related disciplines.

Organization

ABOMS is the certifying Board for the specialty of oral and maxillofacial surgery in the United States and is recognized and approved by the Council on Dental Education of the American Dental Association

A committee was authorized at the 1945 annual meeting of the American Society of Oral Surgeons to establish an American Board of Oral Surgery, which would conduct examinations for the certification of specialists in oral surgery. In 1946, the American Board of Oral Surgery was incorporated under the laws of the State of Illinois. During the following year, the American Board of Oral Surgery was approved by the Council on Dental Education of the American Dental Association and was authorized to proceed with the certification of specialists in oral surgery. The American Board of Oral Surgery was renamed the American Board of Oral and Maxillofacial Surgery in 1978 to reflect the scope of the specialty. The name modification was incorporated under the laws of the State of Illinois.

The operation of the American Board of Oral and Maxillofacial Surgery is entrusted to an eight-member Board of Directors. These Directors are Diplomates of the American Board of Oral and Maxillofacial Surgery and Fellows of the American Association of Oral and Maxillofacial Surgeons.



One Director is elected each year to an eight-year term by the House of Delegates of the American Association of Oral and Maxillofacial Surgeons. An Examination Committee composed of Diplomates of the American Board of Oral and Maxillofacial Surgery is appointed by the Board of Directors to prepare and conduct the annual certification examination. The Board of Directors and its Examination Committee serve without salary.

Overview

The Certification Maintenance program is a comprehensive process providing verification that board-certified Oral and Maxillofacial Surgeons are continuously engaged in learning and developing their skills within the specialty.

Certification Maintenance (CM) covers four objectives: Professional Standing, Lifelong Learning, Cognitive Expertise and Evaluation of Performance in Practice. Diplomates must meet the CM requirements each year or they will jeopardize their status with ABOMS.

Diplomates who hold time-limited certificates are required to participate in the ABOMS Certification Maintenance program. Certification Maintenance (CM) runs in a 10-year cycle. Surgeons who are board certified are required to adhere to the following requisites each year of certification and can access all components of CM using their Diplomate profiles.



Certification Maintenance Cycle



Timeline

It is the Diplomate's responsibility to be aware and meet all deadlines.

Certification Maintenance Timeline	
Annual Registration (AR)	January – March 31 st
20 hours of CE	January– December 31 st *CE attestation is found in the AR form*
Article Questions	January – December 31 st
Clinical Case Questions <i>(Requirement in Cycle Years 3, 6 and 9)</i>	January – December 31 st
Quality Improvement & Office Anesthesia Evaluation (OAE) *Alternative pathways available <i>(Requirement in Cycle Years 5 and 10)</i>	January – December 31 st

Fees

The fees shall be established annually by the Board of Directors based on the actual and anticipated costs incurred by ABOMS. There are no fees associated with most of the CM process, except for a Diplomate's annual dues. The total cost for Annual Registration each year is \$300. *Diplomates must complete Annual Registration and the associated due on their Diplomate profiles.*

Late Fees

Annual Registration opens in early January and closes on March 31st of each year. A Diplomate who does not complete AR by the March 31st deadline, will incur a \$100.00 late fee for each month that the registration remains incomplete.

Timeline	Administrative Fee	Late Fee	Amount Due
January – March 31 st	\$300.00	N/A	\$300.00
April 1 st – April 31 st	\$300.00	\$100.00	\$400.00
May 1 st – May 31 st	\$300.00	\$200.00	\$500.00



Payment

Fees for Annual Registration can be made using VISA, MasterCard, or American Express credit cards. All fees are non-refundable and non-transferable.

Receipts for Fees Paid

Diplomates will receive confirmation via email including transactions numbers for fees paid.

Description of Program

Professional Standing

Annual Registration (AR) is a yearly, online application. Diplomates must provide attestations of professional standing by answering a series of credentialing questions. The credentialing process will indicate whether a Diplomate has an unrestricted dental and/or medical license and maintains continuous hospital privileges that permit the OMS to perform core procedures in Oral and Maxillofacial Surgery. An alternative care plan is offered for those who are unable to meet the hospital privileges requirement.

Lifelong Learning

Diplomates with time-limited certificates are required to attest to the yearly completion of 20 hours of continuing education recognized by ADA CERP or AMA. This attestation is found on the Annual Registration form.

In addition to the CE attestation, the Diplomate is required to answer questions from two referenced articles **every year**. Due to copyright laws, articles are not available on the ABOMS website; rather, the article reference is provided. Many of the references are from the *Journal of Oral and Maxillofacial Surgery* (JOMS).



A Diplomate must achieve a score of 100% to successfully meet this requirement and can re-take the assessment if needed. This component of CM is available year-round on Diplomate profiles.

Cognitive Expertise

Diplomates are also required to complete questions from two clinical case scenarios **during Cycle Years 3, 6 and 9** of their time-limited certificates. Clinical case modules focus on treatment and terminology that reflect modern management in the specialty. A Diplomate must achieve a score of **80%** to successfully meet this requirement and can re-take the assessment if needed.

Performance in Practice

Quality improvement initiatives and an up-to-date Office Anesthesia Evaluation (OAE) conducted by either AAOMS or a jurisdictional licensing body are required to successfully meet CM requirements in **Cycle Years 5 and 10**. Diplomates must attest to having an active OAE (or alternative pathway available through ABOMS). The Performance in Practice form will be displayed on the lefthand side of Diplomate profiles.

In addition to the OAE attestation in **Cycle Years 5 and 10**, a Diplomate will also attest to completing quality improvement initiatives.

Policy

Failure to Meet the Requirements

Diplomates who fail to meet any of the CM requirements by December 31st will jeopardize their ABOMS status. Therefore, in accordance with ABOMS policy, non-compliance will result in the escalating change of a Diplomate's status from Active to Non-Compliant and ultimately Suspended. Thereafter, the Diplomate must complete a reinstatement process to be an Active Diplomate once again.



Diplomate Responsibilities

The timely submission of CM requirements and the accuracy of the information submitted therein are the sole responsibility of the Diplomate. It is recommended that you read and follow all instructions thoroughly.

It is the Diplomate's responsibility to keep a current address, e-mail, and telephone number on file. Throughout the certification process, it is necessary for the Board and administrative staff to communicate with Diplomates which is why it is imperative to keep up-to-date contact information. Contact information is not shared with any other organization.

ABOMS is not responsible for missed communications should a Diplomate have inaccurate contact information on file. Diplomates may edit their contact information and check the status of their Certification Maintenance by logging into their profile online at www.aboms.org.

Audit Process

All Diplomates are eligible to be chosen for the Certification Maintenance audit, although only a small percentage of Diplomates are selected. The audit selection is randomized. If selected, the Diplomate will be notified by email.

If chosen in the audit, the Diplomate is required to submit proof of CE completion. For this reason, it is recommended that Diplomates keep records of their completed 20 Continuing Education hours throughout the year. The Credentialing Committee will review the audit submissions.

During an audit, the following will be verified:

- A copy of the Diplomate's active, unrestricted dental license
- Documentation of current hospital privileges allowing the patient admission and performance of core procedures in oral and maxillofacial surgery. In lieu of this requirement, Diplomates can complete a Continuity of Care plan form provided by ABOMS (provided in the Resource section on your Diplomate profile).
- Proof of 20 hours of continuing education that is ADA CERP or AMA Certified.



- Documentation of a current Office Anesthesia Evaluation set forth by AAOMS or another jurisdictional licensing body such as a state dental board. In lieu of this requirement, Diplomates can complete the alternative pathway provided by ABOMS (provided in the Resource section on your Diplomat profile).
- Completion of the Quality Improvement Audit Form (provided by ABOMS staff to the Diplomat).
- **Audit Questions:**
 1. What is your clinical improvement project?
 2. What were you trying to measure and what were your results?
 3. Did you make a change in your practice after your clinical improvement project? If so, how?



Contact Information

ABOMS Administrative Mailing Address

American Board of Oral and Maxillofacial Surgery
8770 W. Bryn Mawr Ave.
Chicago, IL 60631

Certification Maintenance Contact

Ms. Gwyneth Helm
Manager, Certification and Marketing
TEL: 312-642-0070
EMAIL: Ghelm@aboms.org

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