



# **ABOMS CERTIFICATION MAINTENANCE Handbook**

**ABOMS**

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

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## **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 ABOMS 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.

Diplomates who hold a time-limited certificate are required to participate in the ABOMS CERTIFICATION MAINTENANCE program. The program runs in a 10-year cycle.

ABOMS CERTIFICATION MAINTENANCE covers four objectives: Professional Standing, Lifelong Learning, Cognitive Expertise and Evaluation of Performance in Practice. Diplomates must meet the following yearly requirements, or they will jeopardize their status with ABOMS.



# Yearly Cycle Requirements



## Timeline

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

Timeline	
<b>Annual Registration (AR)</b>	January – March 31
<b>Annual Registration for Certificate of Added Qualifications (CAQ)</b>	January – March 31
<b>20 hours of CE</b>	January – December 31
<b>Article Questions</b>	January – December 31
<b>Clinical Case Questions</b> <i>(Cycle Years 3, 6 and 9)</i>	January – December 31
<b>Quality Improvement &amp; Office Anesthesia Evaluation (OAE)</b> *Alternative pathways available <i>(Cycle Years 5 and 10)</i>	January – December 31

## Fees

The fees shall be established annually by the Board of Directors based on the actual and anticipated costs incurred by the organization. Annual Registration (AR) is the only associated fee with the ABOMS CERTIFICATION MAINTENANCE program. The total cost for Annual Registration is \$400.

If a Diplomate holds a Certificate of Added Qualification (CAQ), they must complete an additional Annual Registration form and associated fee of \$100.

## Payment

Fees can be made using VISA, MasterCard, or American Express credit cards. All fees are non-refundable and non-transferable. *Checks are not accepted.*

## Payment Receipt

Diplomates will receive email confirmation including a transaction number for paid fees.



## Late Fees

Annual Registration (AR) opens in early January and closes on March 31. A Diplomate who does not complete the requirement by the deadline will incur late fees for each month that the requirement remains incomplete.

Timeline	Administrative Fee	Late Fee	Amount Due
January – March 31	\$400	N/A	\$400
April 1 – April 31	\$400	\$100	\$500
May 1 – May 31	\$400	\$200	\$600

## Description of Program

### Professional Standing

Annual Registration (AR) is a yearly, online application. Diplomates must provide attestation 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. It will also indicate whether a Diplomate maintains continuous hospital privileges that permit them to perform core procedures in oral and maxillofacial surgery. A Plan of Transfer option is also available to satisfy the requirement.

### Hospital Privileges:

- A hospital is an institution primarily engaged in providing, by or under the supervision of physicians, in patient diagnostic and therapeutic services or rehabilitation services; and is accredited by the Joint Commission or approved by the Centers for Medicare & Medicaid Services. Privileges at an ambulatory surgery center are acceptable; if it is associated with a hospital where the Diplomate maintains surgical privileges or completes a written annual Plan of Transfer to a surgeon that has hospital privileges and has been signed by the accepting surgeon.



## **Lifelong Learning**

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

Diplomates are required to annually complete **two article review modules**, available on Diplomat profiles. Due to copyright laws, articles are not available on the ABOMS website; rather, the article reference is provided. Many of the references are found in the *Journal of Oral and Maxillofacial Surgery (JOMS)*.

Beginning in 2026, Diplomates with a Certificate of Added Qualification (CAQ) in Head and Neck Oncologic and Reconstructive Surgery and/or Pediatric Craniomaxillofacial Surgery (Cleft and Craniofacial) are required to annually complete one additional article review module applicable to the subspecialty. More information regarding yearly requirements for CAQ Diplomates can be found in the CAQ specific handbooks.

A Diplomat must achieve a score of **100%** on the article review assessments to successfully meet this requirement. Diplomates may re-take the assessment if needed.

## **Cognitive Expertise**

Diplomates are required to complete **two clinical case scenario modules** during Cycle Years 3, 6 and 9 of their time-limited certificates. These modules focus on treatment and terminology that reflect modern management in the specialty.

A Diplomat must achieve a score of **80%** on the clinical case scenario assessments to successfully meet this requirement. Diplomates may re-take the assessment if needed.

## **Performance in Practice**

In Cycle Years 5 and 10, Diplomates must complete the Performance in Practice form on their profile. This form requires the Diplomat to attest to the following questions:



1. Do you have a current Office Anesthesia Evaluation (OAE) conducted by AAOMS or a jurisdictional licensing body (e.g., a state dental board)?
2. If you answered “No” to the previous question, have you completed the ABOMS Alternative Pathway to satisfy this requirement?
3. Have you completed quality improvement initiatives? Each year, a percentage of Diplomates are audited through a randomized selection process. If selected, you must complete the QI Audit Form.

Should a Diplomate complete the Alternative Pathway (referenced in Question 2 above), they must choose a fellow board-certified surgeon to complete the review.

## **Policy**

### **Failure to Meet Requirements**

Diplomates who fail to meet the requirements of the ABOMS CERTIFICATION MAINTENANCE program will jeopardize their status. In accordance with policy, non-compliance will result in the escalating change in status from *Active* to *Non-compliant* and ultimately *Suspended*.

If a Diplomate is suspended, they must complete a reinstatement process to be a recognized Diplomate again.

### **Diplomate Responsibilities**

The timely submission of requirements and the accuracy of the information submitted therein are the sole responsibility of the Diplomate.

It is the Diplomate’s responsibility to keep a current mailing address, e-mail, and telephone number on file. It is imperative to keep up-to-date contact information for the purpose of communication between the Diplomate and the Board/Professional Team. Contact information is not shared with other organizations.

The organization is not responsible for missed communications should a Diplomate have inaccurate contact information on file. Diplomates may edit their contact information and check



their status within the ABOMS CERTIFICATION MAINTENANCE program by logging into their profile.

## **Audit Process**

All Diplomates are eligible for selection in the audit process for ABOMS Certification Maintenance. Selections are made randomly, and any Diplomate chosen for audit will be notified via email.

If selected, the Diplomate must submit documentation demonstrating compliance with the requirements to maintain Diplomate status, as outlined below. It is recommended that all records of continuing education hours and related documentation be retained throughout the year. All audit submissions will be reviewed by the Credentialing Committee.

During the audit, the following will be verified:

1. A copy of the Diplomate's active, unrestricted dental or medical license
2. Documentation of current hospital privileges OR a Plan of Transfer provided by ABOMS.
3. Proof of 20 hours of Continuing Education credits that are ADA CERP or AMA Certified.
4. Diplomates in Cycle Years 5 and 10 must also provide:
  - a. 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, a Diplomate can submit the ABOMS Alternative Pathway Form.
  - b. Quality Improvement Audit Form.
    - i. 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

### Administrative Mailing Address

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### Contact Information

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