

2019 – 2021

CONTINUING MEDICAL EDUCATION
Guide for Osteopathic Physicians



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A M E R I C A N
O S T E O P A T H I C
A S S O C I A T I O N

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Effective January 1, 2013, all American Osteopathic Association (AOA) specialty certifying boards implemented a continuous certification process for osteopathic physicians, called “Osteopathic Continuous Certification (OCC).”

This “AOA CME Guide for Osteopathic Physicians” is intended to outline the requirements for OCC Component 2: Lifelong Learning/Continuing Medical Education (CME), and the activities that may serve to meet those requirements.

These requirements are required of all physicians who hold osteopathic board certification through the AOA and its 16 specialty certifying boards (also known as diplomates).



Time-Limited Diplomates

All time-limited diplomates certified by the American Osteopathic Association (AOA) are required to meet specified CME credit hour requirements for the 2019-2021 CME cycle as part of Osteopathic Continuous Certification (OCC) Component 2.

The number of CME credits required is set by each specialty certifying board. Physicians entering the program mid-cycle will have their credit requirements prorated (*as outlined in Appendix A*).

A physician's CME Activity Report will outline his or her total CME requirement and the amount of credits required in Categories 1 and 2. The chart on the following page lists the requirements by specialty board. Diplomates who hold time-limited certifications must complete the Lifelong Learning/CME requirement as outlined below in addition to the other components of OCC.

Non-Time-Limited Diplomates

Traditionally the AOA has required 120 total CME (150 for Emergency Medicine, Family Practice, and Neuromusculoskeletal Medicine) for non-time-limited physicians.

For the 2019-2021 CME cycle, all non-time-limited diplomates will be required to complete 120 total CME regardless of specialty. These credits must be earned in the same proportions as those for time-limited diplomates, in accordance with the rules and caps outlined in the CME Guide.

For those non-time-limited diplomates who choose to voluntarily participate in OCC, due to the increased physician engagement of continuous certification, the requirements outlined on the following pages will apply.

Specialty-Specific CME

In the past, AOA specialty certifying boards have required specialty-specific CME. Active AOA specialty certifying boards will not require diplomates to obtain specialty-specific CME during the 2019-2021 CME cycle. All faculty of Category 1-A and Category 2-A CME must be board certified by an AOA or American Board of Medical Specialties (ABMS) board or have been appropriately credentialed as outlined in *Appendix D* to qualify as Category 1-A or 2-A.

There is a specialty-specific CME requirement for those diplomates holding time-limited certification from a dormant specialty certifying board (*see Appendix F*).

Please note the requirements listed on the following pages are for the purposes of AOA certification only. It is the responsibility of the individual physician to stay informed about their CME requirements for state licensure, membership in other organizations, etc.



CME Requirements by Specialty Certifying Board per 3-Year AOA Cycle

For the 2019-2021 CME cycle, all **non-time-limited** diplomates will be required to complete 120 total CME regardless of specialty, unless they choose to voluntarily participate in OCC.

All time-limited diplomates and non-time-limited diplomates voluntarily participating in OCC are required to meet the requirements of their board(s) as listed below:

Specialty Board	Total Requirement	Category 1-A and/or 1-B Requirement	Category 2-A and/or 2-B (AMA PRA™) Requirement	Special Notes
Anesthesiology (AOBA) Time-limited diplomates or Non-time-limited voluntarily participating in OCC	75 credits of CME	18 credits must be AOA Category 1-A CME	No specific requirement	
Anesthesiology (AOBA) Non-time-limited diplomates not participating in OCC	120 credits of CME	30 credits must be AOA Category 1-A CME	No specific requirement	
Dermatology (AOBD) Time-limited diplomates or Non-time-limited voluntarily participating in OCC	60 credits of CME	15 credits must be AOA Category 1-A CME	No specific requirement	A maximum of 8 CME credits will be granted for serving as a preceptor.
Dermatology (AOBD) Non-time-limited diplomates not participating in OCC	120 credits of CME	30 credits must be AOA Category 1-A CME	No specific requirement	
Emergency Medicine (AOBEM) Time-limited diplomates or Non-time-limited voluntarily participating in OCC	60 credits of CME	No specific requirement	No specific requirement	
Emergency Medicine (AOBEM) Non-time-limited diplomates not participating in OCC	120 credits of CME	No specific requirement	No specific requirement	



CME Requirements by Specialty Certifying Board per 3-Year AOA Cycle (cont'd)

Specialty Board	Total Requirement	Category 1-A and/or 1-B Requirement	Category 2-A and/ or 2-B (AMA PRA™) Requirement	Special Notes
Family Practice (AOBFP) Time-limited diplomates or Non-time-limited voluntarily participating in OCC	120 credits of CME	30 credits must be AOA Category 1A, an additional 30 credits can be either AOA Category 1A or 1B.	The remaining 60 required credits are flexible, e.g. 60 out of the total required 120 credits can be either AOA Category 1A, 1B, 2A, 2B or AAFP credits. Thus, these credits may include AAFP or ACCME accredited activities as defined by the AOA CME Guide.	
Family Practice (AOBFP) Non-time-limited diplomates not participating in OCC	120 credits of CME	30 credits must be AOA Category 1A, an additional 30 credits can be either AOA Category 1A or 1B.	The remaining 60 required credits are flexible, e.g. 60 out of the total required 120 credits can be either AOA Category 1A, 1B, 2A, 2B or AAFP credits. Thus, these credits may include AAFP or ACCME accredited activities as defined by the AOA CME Guide.	
Internal Medicine (AOBIM) Time-limited diplomates or Non-time-limited voluntarily participating in OCC	60 credits of CME	No specific requirement	No specific requirement	
Internal Medicine (AOBIM) Non-time-limited diplomates not participating in OCC	120 credits of CME	No specific requirement	No specific requirement	
Neurology & Psychiatry (AOBNP) Time-limited diplomates or Non-time-limited voluntarily participating in OCC	75 credits of CME	18 credits must be AOA Category 1-A CME	No specific requirement	
Neurology & Psychiatry (AOBNP) Non-time-limited diplomates not participating in OCC	120 credits of CME	30 credits must be AOA Category 1-A CME	No specific requirement	



CME Requirements by Specialty Certifying Board per 3-Year AOA Cycle (cont'd)

Specialty Board	Total Requirement	Category 1-A and/or 1-B Requirement	Category 2-A and/or 2-B (AMA PRA™) Requirement	Special Notes
Neuromusculoskeletal Medicine (AOBNMM) Time-limited diplomates or Non-time-limited voluntarily participating in OCC	60 credits of CME	30 credits must be AOA Category 1-A CME	No specific requirement	
Neuromusculoskeletal Medicine (AOBNMM) Non-time-limited diplomates not participating in OCC	120 credits of CME	60 credits must be AOA Category 1-A CME	No specific requirement	
Nuclear Medicine (AOBNM) All diplomates	120 credits of CME	No specific requirement	No specific requirement	25% must be specialty-specific (see Appendix F)
Obstetrics & Gynecology (AOBOG) Time-limited diplomates or Non-time-limited voluntarily participating in OCC	60 credits of CME	No specific requirement	No specific requirement	
Obstetrics & Gynecology (AOBOG) Non-time-limited diplomates not participating in OCC	120 credits of CME	No specific requirement	No specific requirement	
Ophthalmology & Otolaryngology (AOBOO) Time-limited diplomates or Non-time-limited voluntarily participating in OCC	60 credits of CME	No specific requirement	No specific requirement	
Ophthalmology & Otolaryngology (AOBOO) Non-time-limited diplomates not participating in OCC	120 credits of CME	No specific requirement	No specific requirement	



CME Requirements by Specialty Certifying Board per 3-Year AOA Cycle (cont'd)

Specialty Board	Total Requirement	Category 1-A and/or 1-B Requirement	Category 2-A and/or 2-B (AMA PRA™) Requirement	Special Notes
Orthopedic Surgery (AOBOS) Time-limited diplomates or Non-time-limited voluntarily participating in OCC	60 credits of CME	15 credits must be AOA Category 1-A CME	No specific requirement	
Orthopedic Surgery (AOBOS) Non-time-limited diplomates not participating in OCC	120 credits of CME	30 credits must be AOA Category 1-A CME	No specific requirement	
Pathology (AOBPa) Time-limited diplomates or Non-time-limited voluntarily participating in OCC	60 credits of CME	No specific requirement	No specific requirement	If a diplomate holds certification in both Anatomic Pathology <u>and</u> Clinical Pathology/ Laboratory Medicine, the total requirement is still 60 credits.
Pathology (AOBPa) Non-time-limited diplomates not participating in OCC	120 credits of CME	No specific requirement	No specific requirement	If a diplomate holds certification in both Anatomic Pathology <u>and</u> Clinical Pathology/ Laboratory Medicine, the total requirement is still 120 credits.
Pediatrics (AOBP) Time-limited diplomates or Non-time-limited voluntarily participating in OCC	60 credits of CME	15 credits must be AOA Category 1-A CME	No specific requirement	
Pediatrics (AOBP) Non-time-limited diplomates not participating in OCC	120 credits of CME	30 credits must be AOA Category 1-A CME	No specific requirement	



CME Requirements by Specialty Certifying Board per 3-Year AOA Cycle (cont'd)

Specialty Board	Total Requirement	Category 1-A and/or 1-B Requirement	Category 2-A and/or 2-B (AMA PRA™) Requirement	Special Notes
Physical Medicine & Rehabilitation (AOBPMR) Time-limited diplomates or Non-time-limited voluntarily participating in OCC	60 credits of CME	No specific requirement	No specific requirement	
Physical Medicine & Rehabilitation (AOBPMR) Non-time-limited diplomats not participating in OCC	120 credits of CME	No specific requirement	No specific requirement	
Preventive Medicine (AOBPM) Time-limited diplomates or Non-time-limited voluntarily participating in OCC	60 credits of CME	No specific requirement	No specific requirement	
Preventive Medicine (AOBPM) Non-time-limited diplomates not participating in OCC	120 credits of CME	No specific requirement	No specific requirement	
Proctology (AOBPr) All diplomates	120 credits of CME	No specific requirement	No specific requirement	25% must be specialty-specific (<i>see Appendix F</i>)
Radiology (AOBR) Time-limited diplomates or Non-time-limited voluntarily participating in OCC	60 credits of CME	10 credits must be AOA Category 1-A CME	No specific requirement	
Radiology (AOBR) Non-time-limited diplomates not participating in OCC	120 credits of CME	20 credits must be AOA Category 1-A CME	No specific requirement	
Surgery (AOBS) Time-limited diplomates or Non-time-limited voluntarily participating in OCC	60 credits of CME	No specific requirement	No specific requirement	
Surgery (AOBS) Non-time-limited diplomates not participating in OCC	120 credits of CME	No specific requirement	No specific requirement	





Conjoint Certifications

- Addiction Medicine
- Allergy & Immunology
- Correctional Medicine
- Dermatopathology
- Hospice & Palliative Medicine
- Pain Medicine
- Sleep Medicine
- Sports Medicine
- Undersea & Hyperbaric Medicine

Conjoint certifications are subspecialty certifications. As such all conjoint certificate holders must abide by the requirement of their primary certification board. There is no additional CME required to maintain a conjoint certification.



Types of CME Credit

The AOA assigns CME credit to four categories: 1-A, 1-B, 2-A, and 2-B. In very general terms, Category 1 is typically osteopathic CME; and Category 2 denotes allopathic CME. Category A is usually live activities, and Category B is not (with a few exceptions).

AOA Category 1-A Credit		
Activity Type	Description	Rules, Caps, etc.
Formal Osteopathic CME	<ul style="list-style-type: none"> Formal face-to-face programs or interactive online programs sponsored by AOA-accredited Category 1 CME sponsors 	<ul style="list-style-type: none"> Granted on an hour-for-hour basis Specialty Specific Certifying Boards have the discretion to determine when in-person CME is important (e.g., clinical procedural content) and limit the amount of online CME earned during a 3-year CME cycle accordingly.
Medical Teaching	<p>Formal delivery of medical education lectures in the following settings:</p> <ul style="list-style-type: none"> in osteopathic and allopathic medical colleges at specialty or divisional society conferences to students, interns, residents, fellows, and staff 	<ul style="list-style-type: none"> Granted on an hour-for-hour basis Must be verified by the CME Department of the medical college, sponsoring hospital, or sponsor. To report CME earned by medical teaching, please submit a letter from the institution stating the number of hours and date(s) to receive credit. CME credits will not be awarded for preparation of lectures.
Interactive CME on the Internet	<ul style="list-style-type: none"> Synchronous or asynchronous delivery of interactive internet CME provided by an AOA-accredited Category 1 CME sponsor 	<ul style="list-style-type: none"> If delivery of content is asynchronous, to qualify for Category 1-A credit, instructor responses to participant questions must be received within 48 hours. Synchronous or asynchronous, interactive internet CME from <i>AMA PRA Category 1™</i> or AAFP-accredited sponsors will count as Category 2-A. Specific Specialty Certifying Boards have the discretion to determine when in-person CME is important (e.g., clinical procedural content) and limit the amount of online CME earned during a 3-year CME cycle accordingly.
Standardized Life Support Courses	<p>Standardized life support courses including provider, refresher, and instructor levels. Includes the following types of courses:</p> <ul style="list-style-type: none"> Advanced Trauma Life Support Advanced Cardiac Life Support Basic Life Support Pediatric Advanced Life Support (AHA) or Advanced Pediatric Life Support (AAP) Neonatal Advanced Life Support Advanced Life Support in Obstetrics Adult Fundamentals of Critical Care Support Pediatric Fundamentals of Critical Care Life Support Advanced HAZMAT Life Support Advanced Burn Life Support Basic Disaster Life Support Advanced Disaster Life Support 	<ul style="list-style-type: none"> Online standardized courses will be awarded CME credit for the practical part only. Specific Specialty Certifying Boards have the discretion to determine when in-person CME is important (e.g., clinical procedural content) and limit the amount of online CME earned during a 3-year CME cycle accordingly. If a physician submits a certificate of completion that contains a specific number of credits awarded from the course, that amount will be recognized by the AOA. In cases where the certificate of completion does not contain a specific number of credits, CME will be awarded per the chart listed in <i>Appendix E</i>.



AOA Category 1-A Credit (cont'd)

Activity Type	Description	Rules, Caps, etc.
Grand Rounds	<ul style="list-style-type: none"> • Must be conducted by an AOA-accredited Category 1 CME sponsor to receive Category 1-A CME credit 	<ul style="list-style-type: none"> • Granted on an hour-for-hour basis • All non-osteopathic grand rounds will receive Category 1-B CME credit.
Exam Construction – Item Writing	<ul style="list-style-type: none"> • Writing examination items of which six (6) items are accepted by an AOA specialty certifying board or conjoint committee, an AOA-accredited Category 1 provider, and/or the National Board of Osteopathic Medical Examiners 	<ul style="list-style-type: none"> • One (1) Category 1-A CME credit will be awarded per six (6) accepted items with a maximum of 20% of the required CME credits.
Oral/Practical Examinations for AOA Certifying Boards	<ul style="list-style-type: none"> • Administration of an oral and/or practical examination for an AOA specialty certifying board 	<ul style="list-style-type: none"> • Granted on an hour-for-hour basis
Standardized Federal Aviation Courses	<p>The following courses can count for credit:</p> <ul style="list-style-type: none"> • Aviation Medicine • Flight Surgeon Primary Course • Cardiology-themed Seminars • Neurological-themed Seminars • Basic Standardized Seminars • All federally-mandated medical courses • All standardized CME courses offered for the purpose of maintaining an aeromedical examiner designation 	<ul style="list-style-type: none"> • Granted on an hour-for-hour basis • Must be sponsored by the Federal Aviation Administration, the United States Armed Services, or the Civil Aeronautic Institute
Federal Activities (Active Duty/ Uniformed Service)	<ul style="list-style-type: none"> • Formal CME programs to participants who are on active duty or employed by a uniformed service 	<ul style="list-style-type: none"> • Granted on an hour-for-hour basis • All other federal CME activities will receive Category 1-B CME credit.
Judging Osteopathic Clinical Case Presentations and Research Poster Presentations	<ul style="list-style-type: none"> • Serving as a formal judge for osteopathic clinical case presentations and research poster presentations at a formal CME function implemented by an AOA-accredited sponsor 	<ul style="list-style-type: none"> • Granted on an hour-for-hour basis • Maximum of ten (10) CME credits per 3-year AOA CME cycle
Clinical Case Presentations and Research Poster Presentations	<ul style="list-style-type: none"> • Primary author in preparing and presenting a clinical case or research poster presentation implemented by an AOA-accredited sponsor 	<ul style="list-style-type: none"> • Must be primary author • Will receive 5 CME credits per presentation



AOA Category 1-B Credit		
Activity Type	Description	Rules, Caps, etc.
GME Faculty/Preceptors	<ul style="list-style-type: none"> Serving as GME faculty, GME core faculty, or preceptors in any AOA-approved osteopathic or ACGME-accredited graduate medical education 	<ul style="list-style-type: none"> Granted on an hour-for-hour basis A maximum of 20% of the required CME credits per 3-year AOA CME cycle may be earned for precepting medical students, residents, and/or fellows. No credit is available for precepting physician assistants or nurse practitioners. If CME for GME Faculty/Precepting is not reported directly by the sponsor, please submit a letter from the institution stating the number of hours and date(s) to receive credit.
UGME Preceptors	<ul style="list-style-type: none"> Serving as preceptors for any COCA-accredited college of osteopathic medicine 	<ul style="list-style-type: none"> Granted on an hour-for-hour basis A maximum of 20% of the required CME credits per 3-year AOA CME cycle may be earned for precepting medical students, residents, and/or fellows.
Non-Interactive CME on the Internet	<ul style="list-style-type: none"> Includes audio and video programs on the Internet sponsored by AOA-accredited Category 1 CME sponsors These courses are typically programs that are available on an on demand schedule and are not a real-time, interactive simultaneous conference. 	<ul style="list-style-type: none"> Category 2-B credit will also be awarded to journal-type CME on the Internet that is produced by an AOA-accredited sponsor, ACCME accredited provider for AMA PRA Category 1™, or approved by the AAFP. These courses are essentially static, textbook type programs. They may have hypertext jumps to help the reader pursue specific information. Reading of journals indexed in PubMed, other types of home study, and non-interactive CME on the internet have a combined maximum of 25% of the required CME credits per 3-year AOA CME cycle.
Grand Rounds (Non-osteopathic)	<ul style="list-style-type: none"> Grand rounds that occur at an organization that is not an AOA Category 1 CME sponsor 	<ul style="list-style-type: none"> Granted on an hour-for-hour basis
Residency/Fellowship Training	<ul style="list-style-type: none"> Formal training as a resident or fellow in an AOA-approved or ACGME-accredited training program 	<ul style="list-style-type: none"> Twenty (20) credits of Category 1-B CME may be awarded per year



AOA Category 1-B Credit (cont'd)

Activity Type	Description	Rules, Caps, etc.
Journal Reading (<i>JOM</i> and other osteopathic journals)	<ul style="list-style-type: none"> Reading an issue of the <i>Journal of Osteopathic Medicine (JOM)</i> and passing the respective CME quiz with a minimum grade of 70% 	<ul style="list-style-type: none"> Two (2) CME credits will be awarded for each issue of the <i>JOM</i> Non-members who submit hard copies of completed quizzes will be charged a fee per <i>JOM</i> quiz for staff time to grade, record, and provide a letter as documentation of applicable CME. In addition, non-members have the capability of completing the quizzes online at aoaonlinelearning.osteopathic.org. Reading of all other osteopathic medical journals indexed in PubMed qualifies for AOA Category 1-B credit, and reading of all other medical journals qualifies for AOA Category 2-B credit and is awarded one-half (0.5) CME credit for each journal read and reported on the form. Reading of journals indexed in PubMed, other types of home study, and noninteractive CME on the internet have a combined maximum of 25% of the required CME credits per 3-year AOA CME cycle.
AOA Primary Certification Examination	<ul style="list-style-type: none"> Passing any AOA specialty certifying board primary certification examination 	<ul style="list-style-type: none"> 15 Category 1-B CME credits for each exam passed
AOA Subspecialty/ CAQ Certification Examination	<ul style="list-style-type: none"> Passing any AOA specialty certifying board certification examination in any subspecialty or certificate of added qualifications 	<ul style="list-style-type: none"> 15 Category 1-B CME credits for each exam passed
AOA OCC Component 3 Examination/ Process	<ul style="list-style-type: none"> Passing any AOA specialty certifying board OCC examination or completing the OCC Component 3 process in any specialty, subspecialty, or certificate of added qualifications 	<ul style="list-style-type: none"> 15 Category 1-B CME credits for completing Component 3 per 3-year AOA CME cycle
Postgraduate Studies	<ul style="list-style-type: none"> Obtaining an advanced degree, such as masters in public health, business administration or doctorate studies of any kind 	<ul style="list-style-type: none"> Twenty-five (25) credits of Category 1-B CME may be awarded. Credits are awarded upon completion of the degree.



AOA Category 1-B Credit (cont'd)

Activity Type	Description	Rules, Caps, etc.
Exam Construction – Committee Work	<ul style="list-style-type: none"> Meetings or seminars of an AOA specialty certifying board or conjoint committee, an AOA practice affiliate's postgraduate in-service examination committee, or at a meeting of the National Board of Osteopathic Medical Examiners 	<ul style="list-style-type: none"> Participation in exam development/ construction and job task analyses can earn a maximum combined 50% of the required CME per 3-year AOA CME cycle.
Exam Construction – Clinical Case Development	<ul style="list-style-type: none"> Writing clinical cases accepted by an AOA specialty certifying board or conjoint committee, or the National Board of Osteopathic Medical Examiners 	<ul style="list-style-type: none"> Participation in exam development/ construction and job task analyses can earn a maximum combined 50% of the required CME per 3-year AOA CME cycle.
Job Task Analyses (JTAs)	<ul style="list-style-type: none"> Participation in the development of a Job Task Analysis for an AOA specialty certifying board or conjoint committee or response to the survey given as part of the JTA process. JTAs are essential self-assessment examinations conducted every 5-7 years as the basis for all board certification examinations. 	<ul style="list-style-type: none"> Participation in exam development/ construction and job task analyses can earn a maximum combined 50% of the required CME per 3-year AOA CME cycle.
Publications	<ul style="list-style-type: none"> Development and publication of scientific papers and online osteopathic educational programs 	<ul style="list-style-type: none"> 10 CME credits per article published
Peer Review	<ul style="list-style-type: none"> Participation as a physician peer reviewer for the JOM and/or other AOA Category 1 CME Sponsor requesting CME credit. 	<ul style="list-style-type: none"> 3 Category 1-B CME will be awarded per completed peer review for the JOM and/ or other AOA Category 1 CME Sponsor with a maximum of 20% of the required CME credits.
Federal Programs (not Active Duty / Uniformed Service)	<ul style="list-style-type: none"> Any formal CME programs to participants who are not on active duty or employed by a uniformed service 	<ul style="list-style-type: none"> Active duty or uniformed service employment constitutes Category 1-A



AOA Category 1-B Credit (cont'd)

Activity Type	Description	Rules, Caps, etc.
Committee and Hospital Staff Work	<p>Participating in patient care in non-administrative hospital department staff activities, including care-based committees, such as:</p> <ul style="list-style-type: none"> • Critical care committee • Utilization review • Pharmacy and therapeutics • Patient safety • Tumor board • Morbidity and mortality • Any other patient-care oriented committee designed to improve patient care 	<ul style="list-style-type: none"> • To obtain credit, physicians must submit the appropriate form. • Maximum of five (5) CME credits can be earned per 3-year AOA CME cycle
Non-osteopathic CME Programs (conversion from Category 2-A to Category 1-B)	<ul style="list-style-type: none"> • Non-osteopathic CME programs can automatically count as Category 2-A or 2-B credit. • The BOS may recognize non-osteopathic specialty or subspecialty programs that would otherwise qualify as Category 2-A credit for Category 1-B credit, when there is essentially no equivalent course content available within the osteopathic profession. Credit for such programs will be applied to all physicians in that specialty or subspecialty who participate in the course. • The course must consist of at least three (3) credit hours and be provided by a provider accredited by the ACCME for <i>AMA PRA Category 1 Credit</i>[™] or the AAFP, or an internationally known sponsor acceptable to the BOS. 	<p>To request consideration for Category 1-B credit, the physician must write to the BOS at AOA Headquarters in Chicago and provide the following:</p> <ol style="list-style-type: none"> 1. A completed Non-osteopathic Program's Requests for Category 1-B Credit form 2. A copy of the printed program (or syllabus) outlining the lectures being presented, length of the lecture and the faculty presenting at the conference 3. An official document verifying the physician's attendance <ul style="list-style-type: none"> • The applicant should be aware that this request will be forwarded to the specialty affiliate to verify that similar programs and/or lectures have not been or are not being offered by an AOA-accredited CME provider. • The AOA performs reviews of non-osteopathic courses as a member service. Non-members may request AOA Category 1-B credit for non-osteopathic sponsored CME programs by following the same procedure outline, along with payment of a fee for each program submitted for review.



AOA Category 2-A Credit

Activity Type	Description	Rules, Caps, etc.
Formal Educational Programs (Non-osteopathic)	<ul style="list-style-type: none"> Formal face-to-face educational programs that are sponsored by an ACCME accredited provider for <i>AMA PRA Category 1 Credit</i>[™]; approved by the American Academy of Family Physicians (AAFP); approved by an internationally known sponsor acceptable to the BOS, or an AOA-accredited Category 1 CME Sponsor that does not meet the faculty/ hours requirement for Category 1-A credit 	<ul style="list-style-type: none"> Granted on an hour-for-hour basis
Interactive CME on the Internet	<ul style="list-style-type: none"> Real time, interactive internet CME (live online programs) provided by an <i>AMA PRA Category 1</i>[™] or AAFP-accredited sponsor 	<ul style="list-style-type: none"> Real time, interactive internet CME provided by AOA Category 1-A accredited sponsors will count as Category 1-A. Specialty Specific Certifying Boards have the discretion to determine when in-person CME is important (e.g., clinical procedural content) and limit the amount of online CME earned during a 3-year CME cycle accordingly.
Judging Clinical Case Presentations and Research Poster Presentations (Non-osteopathic)	<ul style="list-style-type: none"> Serving as a formal judge for clinical case presentations and research poster presentations at a formal CME function 	<ul style="list-style-type: none"> Granted on an hour-for-hour basis Maximum of ten (10) CME credits per 3-year AOA CME cycle
Clinical Case Presentations and Research Poster Presentations (Non-osteopathic)	<ul style="list-style-type: none"> Primary author in preparing and presenting a clinical case or research poster presentation 	<ul style="list-style-type: none"> Must be primary author Will receive 5 CME credits per presentation



AOA Category 2-B Credit

Activity Type	Description	Rules, Caps, etc.
Home Study	<ul style="list-style-type: none"> Viewing non-osteopathic medical video, audio, or online CME courses 	<ul style="list-style-type: none"> Reading of journals indexed in PubMed, other types of home study, and noninteractive CME on the internet have a combined maximum of 25% of the required CME credits per 3-year AOA CME cycle.
Journal Reading (other than the <i>JOM</i> and other osteopathic journals)	<ul style="list-style-type: none"> Reading of all medical journals (other than the <i>JOM</i> and osteopathic journals indexed in PubMed) is awarded one-half (0.5) CME credit for each journal read. Includes journal-type CME on the internet 	<ul style="list-style-type: none"> Reading of journals indexed in PubMed, other types of home study, and non-interactive CME on the internet have a combined maximum of 25% of the required CME credits per 3-year AOA CME cycle. To receive credit, please submit the appropriate form.
Textbook Reading	<ul style="list-style-type: none"> Reading medical textbooks 	<ul style="list-style-type: none"> Five (5) CME credits may be granted for each medical textbook read. To obtain CME credit, please submit the appropriate form documenting the name of the medical textbook(s) read.
Non-Interactive CME on the Internet	<ul style="list-style-type: none"> Journal-type CME on the Internet that is produced by an AOA-accredited sponsor, ACCME accredited provider for <i>AMA PRA Category 1™</i>, or approved by the AAFP. These courses are essentially static, textbook type programs. They may have hypertext jumps to help the reader pursue specific information. 	<ul style="list-style-type: none"> Audio and video programs on the internet that are sponsored by AOA-accredited Category 1 CME sponsors will receive Category 1-B credit. Reading of journals indexed in PubMed, other types of home study, and non-interactive CME on the internet have a combined maximum of 25% of the required CME credits per 3-year AOA CME cycle.
American Board of Medical Specialties (ABMS) Maintenance of Certification and Subspecialty/CAQ Examinations	<ul style="list-style-type: none"> Participation in Maintenance of Certification or examinations for certificate(s) of added qualification sponsored by the American Board of Medical Specialties (ABMS) 	<ul style="list-style-type: none"> Maximum of fifteen (15) CME credits per 3-year AOA CME cycle
Scientific Exhibits	<ul style="list-style-type: none"> The preparation and presentation of scientific exhibits at a county, regional, state, or national professional meeting 	<ul style="list-style-type: none"> Ten (10) credits per scientific exhibit



Non-Qualifying Activities

A. Volunteer Work

- The AOA applauds volunteer work, but such work does not qualify for CME credit.

B. Medical Facility Tours

- Such tours do not qualify for CME credit.

C. Healthcare Committee and Departmental Meetings.

- Such meetings do not count for CME credit unless they fall under the activities listed in “Committee and Hospital Staff Work”.

D. Osteopathic State Licensing Board Participation

E. Inspections

F. Physician Administrative Training

G. Quality Assessment Programs

- While participation in Quality Assessment Programs does not qualify for CME credit, participation in Quality Improvement and Quality Assessment Programs may count for OCC Component 4 credit through the Quality Improvement Activity Attestation.

H. Observation at Medical Centers

I. Medical Economics Courses

Reporting CME Activities

- Reporting of osteopathic CME credit is the responsibility of the accredited AOA Category 1 sponsor. Credits submitted by a physician for such activities will not be accepted by the AOA. AOA Category 1 CME sponsors have ninety (90) days after the program to submit CME credits.
- Reporting of CME earned from an ACCME-accredited provider for *AMA PRA Category 1 Credit™* or AAFP CME programs to the AOA is the responsibility of the physician. A certificate of attendance must be provided to the AOA Department of Client and Member Services at MemberService@osteopathic.org indicating the total number of hours attended. Transcripts from other institutions (hospitals, CME trackers, etc.) will also be accepted if it contains the total number of hours.
- All submissions should include the physician’s name and AOA ID number.



Other Questions

If there are any questions concerning the CME program or ways in which to receive credit, or questions regarding a physician's status, please contact the AOA Department of Client and Member Services.



888-62-MYAOA
(888-626-9262)



MemberService@osteopathic.org



**Frequently Asked
Questions (FAQs)**
www.osteopathic.org

The following CME Reporting forms are available at www.osteopathic.org.

- 1) Exemption/Reduction Form
- 2) Healthcare Facility Education Activities
- 3) Home Study CME
- 4) Non-Osteopathic Programs – Category 1-B

“AOA Coming Events,” a listing of upcoming CME (live and online) programs, are available in the Continuing Medical Education section at www.osteopathic.org. AOA members may also view their CME Activity Report at any time by visiting this site.

The Bureau of Osteopathic Specialists of the American Osteopathic Association (BOS) maintains the right to update this guide as needed. The BOS reserves the right to evaluate all programs and activities on an individual basis to determine if and the amount of credit granted at its discretion. Osteopathic physicians are responsible for keeping abreast of the rules and regulations of CME.



Appendix A: Proration Charts

Initial Certifications

When a physician first becomes certified, their CME requirement will be prorated for the current AOA CME cycle only. Prorations will be based on the date of certification, as follows:

Entry Date	Prorated Requirement <small>*In cases where the prorated amount does not equal a whole number or number ending in .5, the amount will be rounded down to the nearest half point. **All prorations apply to each CME requirement (total, category-specific, etc.)</small>
January 1, 2019 – June 30, 2019	83%
July 1, 2019 – December 31, 2019	67%
January 1, 2020 – June 30, 2020	50%
July 1, 2020 – December 31, 2020	33%
January 1, 2021 – June 30, 2021	17%
July 1, 2021 – December 31, 2021	No requirement until the 2022-2024 CME cycle.

Reactivated Certifications

When a physician reactivates an expired/inactive certification, their CME requirement will be prorated based on the amount of time the certification was inactive, as follows:

Length of Inactivity	Prorated Requirement <small>*In cases where the prorated amount does not equal a whole number or number ending in .5, the amount will be rounded down to the nearest half point. **All prorations apply to each CME requirement (total, category-specific, etc.)</small>
1 day – 180 days	83%
181 days – 360 days	67%
361 days – 540 days	50%
541 days – 720 days	33%
721 days – 900 days	17%
901 days – 1096 days	No requirement until the 2022-2024 CME cycle.



Appendix B: Exemptions, Reductions, and Waivers

AOA exemptions or reductions in the number of required credits for certification do not affect individual state CME licensing requirements. The BOS will grant no reductions of CME credit hours without due cause unless policy advises otherwise.

Below is a list of common situations that may result in a reduction or waiver of the Lifelong Learning/CME requirement for OCC. For situations other than those listed below, please contact your AOA specialty certifying board.

Type	Reduction/Waiver
Retirement	<ul style="list-style-type: none"> • Diplomates who place their certification into official “retired” status will not have a Lifelong Learning/CME requirement. • Certificates returned to “active” status from “retired” status will have a pro-rated requirement per the chart in <i>Appendix A</i>.
Military (Non-career military personnel, includes physicians called to active duty, emergency need duty, military operation, or placed on stand-by)	<ul style="list-style-type: none"> • Reduction of 1/6 of all requirements for every 6 months of qualifying service. • Military orders, including anticipated length of service (or final length of service if at the conclusion of service) are required to qualify for this reduction.
Military (assigned to positions other than his/her specialty)	<ul style="list-style-type: none"> • Reduction of 1/6 of all requirements for every 6 months of qualifying service. • Military orders, including anticipated length of service (or final length of service if at the conclusion of service) are required to qualify for this reduction.
Military (career military personnel, including Veterans Administration and U.S. Public Health Service)	<ul style="list-style-type: none"> • The BOS is aware of the difficulty physicians in the military have in acquiring osteopathic CME. If a military physician is deficient at the end of the CME cycle, a waiver of the remaining requirement may be granted.
Working outside the geographical boundaries of the United States and Canada (includes missionary service)	<ul style="list-style-type: none"> • To qualify, a diplomate must be out of the country for a minimum of six continuous months and provide documentation from an employer or volunteer/missionary work with dates of service. • 6-12 months’ service = 1/3 reduction in each requirement • 1-3 years’ service = 50% reduction in each requirement (maximum allowed is 50%)
Full Medical Disability (permanent-no intention to return to work)	<ul style="list-style-type: none"> • Diplomate must provide letter from a treating physician. • 100% of the requirement is waived. • If a disabled physician ever returns to practice (even in an administrative position), they will have a pro-rated requirement per the chart in <i>Appendix A</i>.



Appendix B: Exemptions, Reductions, and Waivers (cont'd)

Type	Reduction/Waiver
Medical Disability (temporary – e.g. unable to work currently, but anticipating eventual return to work)	<ul style="list-style-type: none"> • Diplomate must provide letter from a treating physician. • Up to 12 months' illness = 1/3 reduction in each requirement <ul style="list-style-type: none"> – 13-24 months' illness = 2/3 reduction in each requirement – 25-36 months' illness = 100% waived
Maternity/Paternity Leave	<ul style="list-style-type: none"> • Documentation of approved FMLA from employer required. (For self-employed physicians, documentation from a treating provider may be submitted in lieu of FMLA paperwork.) • 25% reduction in each requirement for diplomates who have taken maternity/paternity leave during the CME cycle
Other Extenuating Circumstances	<ul style="list-style-type: none"> • In the event that a diplomate is facing circumstances that prevent them from obtaining sufficient credit, he/she is urged to contact the AOA Department of Client and Member Services at (888) 62-MYAOA (888-626-9262) or MemberService@osteopathic.org, as he/she may qualify for a reduction in the requirements. • Changes in a physician's practice status at the beginning of the CME cycle may reduce his or her AOA CME requirement.



Appendix C:

Alphabetical List of CME Activities

Activity Type	Category	Rules, Caps, etc. ¹
Clinical Case Presentations and Research Poster Presentation	1-A (if osteopathic) 2-A (if non-osteopathic)	Must be primary author 5 CME credits per presentation
CME on the Internet (Interactive)	1-A (if from a 1-A sponsor) 2-A (if from a non 1-A sponsor)	Specific Specialty Certifying Boards have the discretion to determine when in-person CME is important (e.g., clinical procedural content) and limit the amount of online CME earned during a 3-year CME cycle accordingly.
CME on the Internet (Non-Interactive)	1-B (if from an AOA Category 1 sponsor) 2-B (if from an <i>AMA PRA Category 1</i> TM or AAFP-accredited sponsor)	
Committee and Hospital Staff Work	1-B	Maximum of five (5) CME credits per 3-year AOA CME cycle
Examination (AOA Primary Certification)	1-B	15 credits for each exam passed
Examination (AOA Subspecialty/CAQ Certification)	1-B	15 credits for each exam passed
Examination (AOA OCC/Component 3 Process)	1-B	15 credits for completing Component 3 per 3-year AOA CME cycle
Examination (Maintenance of Certification and Subspecialty/CAQ Examinations with ABMS)	2-B	Maximum of fifteen (15) CME credits per 3-year AOA CME cycle
Examination Administration (Oral/Practical Examinations for AOA Certifying Boards)	1-A	
Exam Construction (Clinical Case Development)	1-B	Participation in exam development/ construction and job task analyses can earn a maximum combined 50% of the required CME per 3-year AOA CME cycle.
Exam Construction (Committee Work)	1-B	Participation in exam development/ construction and job task analyses can earn a maximum combined 50% of the required CME per 3-year AOA CME cycle.
Exam Construction (Item Writing)	1-B	Participation in exam development/ construction and job task analyses can earn a maximum combined 50% of the required CME per 3-year AOA CME cycle.
Federal Activities	1-A (if active duty or employed by a uniformed service) 1-B (all other federal CME activities)	
Fellowship Training	1-B	Twenty (20) credits of Category 1-B CME may be awarded per year

¹Please note if no specific cap on credits is noted in the “Rules, Caps, etc.” section, there is no limit to how many credits a physician can earn from the activity.



Appendix C: Alphabetical List of CME Activities (cont'd)

Activity Type	Category	Rules, Caps, etc. ²
Formal CME (Osteopathic)	1-A	Specific Specialty Certifying Boards have the discretion to determine when in-person CME is important (e.g., clinical procedural content) and limit the amount of online CME earned during a 3-year CME cycle accordingly.
Formal CME (Non-Osteopathic)	1-B (if no equivalent course content available within the osteopathic profession) 2-A 2-B	See "AOA Category 1-B Credit" for the process to request consideration for Category 1-B credit.
GME Faculty/Preceptors	1-B	A maximum of 20% of the required CME credits per 3-year AOA CME cycle for all precepting
Grand Rounds	1-A (if from a 1-A sponsor) 1-B (if from a non-osteopathic (1-A) sponsor)	
Home Study	2-B	Reading of journals indexed in PubMed and other types of home study CME have a combined maximum of twenty (20) CME per 3-year AOA CME cycle.
Job Task Analyses (JTAs)	1-B	Participation in exam development/ construction and job task analyses can earn a maximum combined 50% of the required CME per 3-year AOA cycle.
Journal Reading	1-B (<i>JOM</i> and osteopathic journals indexed in PubMed only) 2-B (all other medical journals indexed in PubMed)	Two (2) CME credits will be awarded for each issue of the <i>JOM</i> . Reading of all other osteopathic medical journals indexed in PubMed qualifies for AOA Category 1-B, and reading of all other medical journals qualifies for AOA Category 2-B credit and is awarded one-half (0.5) CME credit for each journal read and reported on the form. Reading of journals indexed in PubMed and other types of home study CME have a combined maximum of twenty (20) CME per 3-year AOA CME cycle.

²Please note if no specific cap on credits is noted in the "Rules, Caps, etc." section, there is no limit to how many credits a physician can earn from the activity.



Appendix C: Alphabetical List of CME Activities (cont'd)

Activity Type	Category	Rules, Caps, etc. ³
Judging Clinical Case Presentations and Research Poster Presentations	1-A (if osteopathic) 2-A (if non-osteopathic)	Maximum of ten (10) CME credits per 3-year AOA CME cycle
Medical Teaching	1-A	
Postgraduate Studies	1-B	Twenty-five (25) credits of Category 1-B CME may be awarded
Publications	1-B	10 CME Credits per article published
Residency Training	1-B	Twenty (20) credits of Category 1-B CME may be awarded per year
Scientific Exhibit	2-B	Ten (10) credits per scientific exhibit
Standardized Federal Aviation Courses	1-A	Must be sponsored by the Federal Aviation Administration, the United States Armed Services, or the Civil Aeronautic Institute
Standardized Life Support Courses	1-A	Online standardized courses will be awarded CME credit for the practical part only. Specialty Specific Certifying Boards have the discretion to determine when in-person CME is important (e.g., clinical procedural content) and limit the amount of online CME earned during a 3-year CME cycle accordingly.
Textbook Reading	2-B	Five (5) CME credits may be granted for each medical textbook read
UGME Preceptors	1-B	A maximum of 20% of the required CME credits per 3-year AOA CME cycle for all precepting

³Please note if no specific cap on credits is noted in the “Rules, Caps, etc.” section, there is no limit to how many credits a physician can earn from the activity.



Appendix D: Criteria for Category 1-A and 2-A Presenters

CME presenters must be appropriately credentialed to give Category 1-A or 2-A CME. Certification is a marker of excellence and individuals holding current AOA or ABMS board certification are automatically qualified to be Category 1-A or 2-A lecturers within their area of certification. The BOS recognizes that there are other individuals without AOA or ABMS board certification who may be qualified to give Category 1-A or 2-A CME (e.g. physician experts without board certification, international medical faculty, licensed psychologists, physical therapists, etc.). Therefore, CME lectures may also qualify for Category 1-A or 2-A credit if presented by an individual who has been properly credentialed by the Office of the Vice President of Certifying Board Services to present Category 1-A or 2-A CME. For a lecturer to become appropriately credentialed, the CME sponsor must submit an application form demonstrating the applicant presenter's competence, including a CV. The credential will be good for the remainder of the 3-year CME cycle.

Additionally, in accordance with the faculty requirements in the *AOA Accreditation Requirements for AOA Category 1 CME Sponsor*, at least 30% of the total educational credits of a conference/seminar sponsored by an AOA-accredited Category 1 CME sponsor must be presented by an osteopathic physician, an osteopathic board certified allopathic physician, or someone credentialed by the Vice President of Certifying Board Services, for the entire conference/seminar to qualify for AOA Category 1-A CME.

Questions about qualifying criteria can be directed to the Vice President of Certifying Board Services.



Appendix E: Standardized Life Support Courses

If a physician submits a certificate of completion for a standardized life support course, that amount will be recognized by the AOA. In cases where the certificate of completion does not contain a specific number of credits, CME will be awarded per the chart listed below.

Course Name	Provider Course	Refresher Course	Instructor Course
Advanced Trauma Life Support	17	8	11
Advanced Cardiac Life Support	12	6	8
Basic Life Support	4	2	8
Pediatric Advanced Life Support (AHA) or Advanced Pediatric Life Support (AAP)	14	8	9
Neonatal Advanced Life Support	8	4	6
Advanced Life Support in Obstetrics	17	8	9
Adult Fundamentals of Critical Care Support	13	8	13
Pediatric Fundamentals of Critical Care Life Support	13	8	13
Advanced HAZMAT Life Support	24	24	31
Advanced Burn Life Support	7	7	4.5
Basic Disaster Life Support	7.5	7.5	7.5
Advanced Disaster Life Support	15.5	15.5	4



Appendix F: CME Requirements for Diplomates of Dormant Specialty Certifying Boards

Due to the small numbers of physicians training in the specialties, the following specialty certifying boards are in dormant status, or will become so later in 2019– the American Osteopathic Board of Nuclear Medicine (AOBNM), the American Osteopathic Board of Proctology (AOBPr), and the following subspecialties under the American Osteopathic Board of Pediatrics (AOBP): Adolescent Medicine, Pediatric Endocrinology, and Pediatric Pulmonology. Physicians who hold active time-limited certificates in these specialties will have the following CME requirements, beginning in the 2019-2021 CME cycle:

- 120 total CME credits per 3-year AOA CME cycle
- Of the total 120 credits required, a minimum of twenty-five percent (25%) must be specialty-specific.
 - Specialty-specific CME will be verified by the diplomate via a self-attestation form, subject to random audit by the AOA.

Physicians who need a copy of the self-attestation form should contact certification@osteopathic.org to request a copy.

