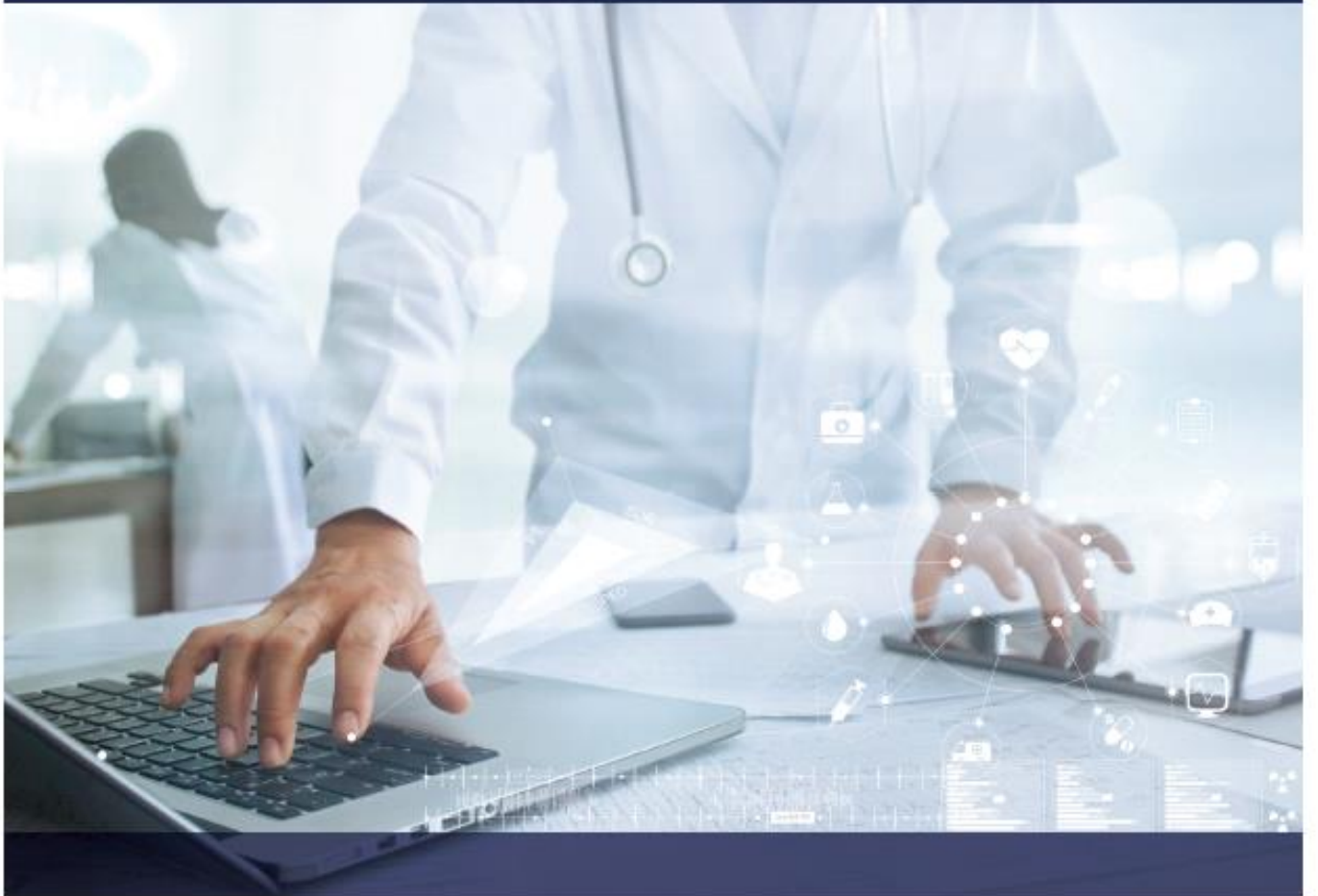




CONTINUING MEDICAL EDUCATION

GUIDE FOR OSTEOPATHIC PHYSICIANS

2019 – 2021



1 American Osteopathic Association
2 142 East Ontario Street
3 Chicago, IL 60611
4

5 CME Guide for Osteopathic Physicians – 2019-2021

6 7 8 Table of Contents

9		
10	Introduction	3
11	CME Requirements	3
12	CME Requirements by Specialty Certifying Board per 3-Year AOA CME Cycle	4-5
13	Types of CME Credit	6-13
14	AOA Category 1-A Credit.....	6-8
15	AOA Category 1-B Credit.....	8-11
16	AOA Category 2-A Credit.....	12
17	AOA Category 2-B Credit.....	13
18	Non-Qualifying Activities	14
19	Reporting CME Activities	14
20	Other Questions	15
21	Appendices	16-21
22	Appendix A: Proration Chart	16
23	Appendix B: Exemptions, Reductions, and Waivers.....	17-18
24	Appendix C: Alphabetical List of CME Activities	19-21
25	Appendix D: Criteria for Category 1-A and 2-A Presenters.....	21
26		

1 Effective January 1, 2013, all American Osteopathic Association (AOA) specialty certifying boards implemented a
2 continuous certification process for osteopathic physicians, called “Osteopathic Continuous Certification (OCC)”. This
3 “AOA CME Guide for Osteopathic Physicians” is intended to outline the requirements for OCC Component 2:
4 Lifelong Learning/Continuing Medical Education (CME), and the activities that may serve to meet those requirements.
5 These requirements are required of all physicians who hold osteopathic board certification through the AOA and its 18
6 specialty certifying boards (also known as diplomates).
7
8

9 **CME Requirements**

10 **Time-Limited Diplomates**

11 All time-limited diplomates certified by the American Osteopathic Association (AOA) are required to meet specified
12 CME credit hour requirements for the 2019-2021 CME cycle as part of Osteopathic Continuous Certification (OCC)
13 Component 2. The number of CME credits required is set by each specialty certifying board. Physicians entering the
14 program mid-cycle will have their credit requirements prorated (as outlined in Appendix A). A physician’s CME
15 Activity Report will outline his or her total CME requirement and the amount of credits required in categories 1 and 2.
16 The chart below lists the requirements by specialty board. Diplomates who hold time-limited certifications must
17 complete the Lifelong Learning/CME requirement as outlined below in addition to the other components of OCC.
18
19
20

21 **Non-Time-Limited Diplomates**

22 Traditionally the AOA has required 120 total CME (150 for Emergency Medicine, Family Practice, and
23 Neuromusculoskeletal Medicine) for non-time-limited physicians. For the 2019-2021 CME cycle, all non-time-limited
24 diplomates will be required to complete 120 total CME regardless of specialty.
25

26 For those non-time-limited diplomates who choose to voluntarily participate in OCC, due to the increased physician
27 engagement of continuous certification, the reduced requirements outlined below will apply.
28

29 **Specialty-Specific CME**

30 In the past, AOA specialty certifying boards have required specialty-specific CME. AOA specialty certifying boards will
31 not require diplomates to obtain specialty-specific CME during the 2019-2021 CME cycle. All faculty of Category 1-A
32 and Category 2-A CME must be board certified by an AOA or American Board of Medical Specialties (ABMS) board
33 or fit one of the criteria listed in Appendix D to qualify as Category 1-A or 2-A.
34

1 **CME Requirements by Specialty Certifying Board per 3-Year AOA Cycle:**
2

<u>Specialty Board:</u>	<u>Total Requirement:</u>	<u>Category 1-A and/or 1-B Requirement:</u>	<u>Category 2-A and/or 2-B (AMA PRA™) Requirement:</u>	<u>Special Notes:</u>
Anesthesiology (AOBA)	75 credits of CME	18 credits (25%) must be AOA Category 1-A CME	<i>No specific requirement</i>	
Dermatology (AOBD)	60 credits of CME	15 credits must be AOA Category 1-A CME	<i>No specific requirement</i>	A maximum of 8 CME credits will be granted for serving as a preceptor.
Emergency Medicine (AOBEM)	150 credits of CME	<i>No specific requirement</i>	<i>No specific requirement</i>	
Family Practice (AOBFP)	150 credits of CME	75 credits must be AOA Category 1 CME. Of that, 25 hours must be AOA Category 1-A CME.	Maximum 75 credits can count towards the total.	
Internal Medicine (AOBIM)	60 credits of CME	<i>No specific requirement</i>	<i>No specific requirement</i>	
Neuromusculoskeletal Medicine (AOBNMM)	60 credits of CME	Must include 30 credits of AOA Category 1-A CME	<i>No specific requirement</i>	
Neurology & Psychiatry (AOBNP)	75 credits of CME	18 credits must be AOA Category 1-A CME	<i>No specific requirement</i>	18 of the required 75 CME will be waived if a physician attends an American College of Osteopathic Neurologists and Psychiatrists (ACONP) annual or mid-year conference
Nuclear Medicine (AOBNM)	60 credits of CME	<i>No specific requirement</i>	<i>No specific requirement</i>	
Obstetrics & Gynecology (AOBOG)	60 credits of CME	<i>No specific requirement</i>	<i>No specific requirement</i>	
Ophthalmology & Otolaryngology (AOBOO)	60 credits of CME	<i>No specific requirement</i>	<i>No specific requirement</i>	
Orthopedic Surgery (AOBOS)	60 credits of CME	15 credits must be AOA Category 1-A CME	<i>No specific requirement</i>	

<u>Specialty Board:</u>	<u>Total Requirement:</u>	<u>Category 1-A and/or 1-B Requirement:</u>	<u>Category 2-A and/or 2-B (AMA PRA™) Requirement:</u>	<u>Special Notes:</u>
Pathology (AOBPa)	60 credits of CME	<i>No specific requirement</i>	<i>No specific requirement</i>	If a diplomate holds certification in both Anatomic Pathology <u>and</u> Laboratory Medicine, the total requirement is still 60 credits
Pediatrics (AOBP)	60 credits of CME	15 credits must be AOA Category 1-A CME	<i>No specific requirement</i>	
Physical Medicine & Rehabilitation (AOBPMR)	60 credits of CME	No specific requirement	<i>No specific requirement</i>	
Preventive Medicine (AOBPM)	60 credits of CME	<i>No specific requirement</i>	<i>No specific requirement</i>	
Proctology (AOBPr)	120 credits of CME	<i>No specific requirement</i>	<i>No specific requirement</i>	
Radiology (AOBR)	60 credits of CME	10 credits must be AOA Category 1-A CME	<i>No specific requirement</i>	
Surgery (AOBS)	60 credits of CME	<i>No specific requirement</i>	<i>No specific requirement</i>	
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.			

1
2

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

<u>Activity Type</u>	<u>Description</u>	<u>Rules, Caps, etc.</u>
Formal Osteopathic CME	Formal face-to-face programs or interactive online programs sponsored by AOA-accredited Category 1 CME sponsors	Granted on an hour-for-hour basis
Osteopathic Medical Teaching	<p>Participation as lecturers in osteopathic medical education in a didactic format.</p> <p>Formal delivery of osteopathic medical education lectures in the following settings:</p> <ul style="list-style-type: none"> • in colleges of osteopathic medicine • at specialty or divisional society conferences • to students, interns, residents, fellows, and staff of AOA-accredited Category 1 CME sponsors • via online courses or webinars 	<p>Granted on an hour-for-hour basis</p> <p>Must be verified by the CME Department of an AOA-accredited Category 1 CME college of osteopathic medicine, Category 1 CME sponsoring hospital, or other Category 1 CME sponsor. If the sponsor does not submit the CME on your behalf, please submit a letter from the institution stating the number of hours and date(s) to receive credit.</p> <p>CME credits will not be awarded for preparation of lectures.</p> <p>Medical teaching at a non-osteopathic institution or non-AOA Category 1 sponsor will count as Category 2-A CME credit.</p>
Interactive CME on the Internet	Synchronous or asynchronous delivery of interactive internet CME provided by an AOA-accredited Category 1 CME sponsor	<p>If delivery of content is asynchronous, to qualify for Category 1-A credit, instructor responses to participant questions must be received within 48 hours.</p> <p>Synchronous or asynchronous, interactive internet CME from <i>AMA PRA Category 1</i>™ or AAFP-accredited sponsors or will count as Category 2-A.</p>

AOA Category 1-A Credit (continued)

Activity Type	Description	Rules, Caps, etc.
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 	<p>Online standardized courses will be awarded CME credit for the practical part only.</p>
Grand Rounds	<p>Must be conducted by an AOA-accredited Category 1 CME sponsor to receive Category 1-A CME credit.</p>	<p>Granted on an hour-for-hour basis</p> <p>All non-osteopathic grand rounds will receive Category 1-B CME credit.</p>
Oral/Practical Examinations for AOA Certifying Boards	<p>Administration of an oral and/or practical examination for an AOA specialty certifying board</p>	<p>Granted on an hour-for-hour basis</p>
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 	<p>Granted on an hour-for-hour basis</p> <p>Must be sponsored by the Federal Aviation Administration, the United States Armed Services, or the Civil Aeronautic Institute</p>

AOA Category 1-A Credit (continued)

<u>Activity Type</u>	<u>Description</u>	<u>Rules, Caps, etc.</u>
Federal Activities (Active Duty/ Uniformed Service)	Formal CME programs to participants who are on active duty or employed by a uniformed service.	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	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	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 Presentation	Primary author in preparing and presenting a clinical case or research poster presentation implemented by an AOA-accredited sponsor	Must be primary author Will receive 5 CME per presentation

AOA Category 1-B Credit

<u>Activity Type</u>	<u>Description</u>	<u>Rules, Caps, etc.</u>
GME Faculty/Preceptors	Serving as GME faculty, GME core faculty, or preceptors in any AOA-approved osteopathic or ACGME-accredited graduate medical education	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 this activity. No credit is available for preceptoring physician assistants or nurse practitioners. If CME for GME Faculty/ Preceptoring 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.
Non-Interactive CME on the Internet	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.	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 <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.

AOA Category 1-B Credit (continued)

Activity Type	Description	Rules, Caps, etc.
Journal Reading (<i>JAOA</i> and other osteopathic journals)	Reading an issue of the <i>Journal of the American Osteopathic Association (JAOA)</i> and passing the respective CME quiz with a minimum grade of 70%	<p>Two (2) CME credits will be awarded for each issue of the <i>JAOA</i></p> <p>Non-members who submit hard copies of completed quizzes will be charged a fee per <i>JAOA</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.</p> <p>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.</p> <p>Journal reading and other types of home study CME indexed in PubMed have a combined maximum of twenty (20) CME per 3-year AOA CME cycle.</p>
Grand Rounds (non-osteopathic)	Grand rounds that occur at an organization that is not an AOA Category 1 CME sponsor	Granted on an hour-for-hour basis
Primary Certification Examination	Passing any primary certification examination	15 Category 1-B CME credits for each exam passed
Subspecialty/CAQ Certification Examination	Passing a certification examination in any subspecialty or certificate of added qualifications	15 Category 1-B CME credits for each exam passed
OCC Component 3 Examination/Process	Passing an OCC examination or completing the OCC Component 3 process in any specialty, subspecialty, or certificate of added qualifications	15 Category 1-B CME credits for completing Component 3 per 3-year AOA CME cycle.
Residency/Fellowship Training	Formal training as a resident or fellow in an AOA-accredited or ACGME-accredited training program	Twenty (20) credits of Category 1-B CME may be awarded per year

AOA Category 1-B Credit (continued)

<u>Activity Type</u>	<u>Description</u>	<u>Rules, Caps, etc.</u>
Postgraduate Studies	Obtaining an advanced degree, such as masters in public health, business administration or doctorate studies of any kind	Twenty five (25) credits of Category 1-B CME may be awarded
Exam Construction – Committee Work	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	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	Writing examination items 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	
Exam Construction – Clinical Case Development	Writing clinical cases accepted by an AOA specialty certifying board or conjoint committee; or the National Board of Osteopathic Medical Examiners	
Job Task Analyses (JTAs)	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.	
Publications	Development and publication of scientific papers and online osteopathic educational programs	10 CME credits per article published
Federal Programs (not Active Duty / Uniformed Service)	Any formal CME programs to participants who are not on active duty or employed by a uniformed service.	(Active duty or uniformed service employment constitutes Category 1-A)

AOA Category 1-B Credit (continued)

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 	<p>To obtain credit, physicians must submit the appropriate form.</p> <p>Maximum of five (5) CME can be earned per 3-year AOA CME cycle</p>
<p>Non-Osteopathic CME Programs (conversion from Category 2-A to Category 1-B)</p>	<p>Non-osteopathic CME programs can automatically count as Category 2-A or 2-B credit.</p> <p>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.</p> <p>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>	<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 <p>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.</p> <p>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.</p>

AOA Category 2-A Credit

Activity Type	Description	Rules, Caps, etc.
Formal Educational Programs (non-osteopathic)	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	Granted on an hour-for-hour basis
Interactive CME on the Internet	Real time, interactive internet CME (live online programs) provided by an <i>AMA PRA Category 1</i> ™ or AAFP-accredited sponsor	Real time, interactive internet CME provided by AOA Category 1-A accredited sponsors will count as Category 1-A
Medical Teaching (non-osteopathic)	Formal delivery of medical education lectures in the following settings: <ul style="list-style-type: none"> • in medical colleges that are not colleges of osteopathic medicine • at allopathic specialty or divisional society conferences • to students, interns, residents, fellows, and staff 	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.
Judging Clinical Case Presentations and Research Poster Presentations (Non-osteopathic)	Serving as a formal judge for osteopathic clinical case presentations and research poster presentations at a formal CME function	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 Presentation (Non-osteopathic)	Primary author in preparing and presenting a clinical case or research poster presentation	Must be primary author Will receive 5 CME per presentation

1
2

1

AOA Category 2-B Credit

<u>Activity Type</u>	<u>Description</u>	<u>Rules, Caps, etc.</u>
Home Study	Viewing non-osteopathic medical video, audio, or online CME courses	Journal reading and other types of home study CME indexed in PubMed have a combined maximum of twenty (20) CME per 3-year AOA CME cycle.
Journal Reading (other than the <i>JAOA</i> and other osteopathic journals)	Reading of all medical journals (other than the <i>JAOA</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	Journal reading and other types of home study CME indexed in PubMed have a combined maximum of twenty (20) CME per 3-year AOA CME cycle. To receive credit, please submit the appropriate form.
Textbook Reading	Reading medical textbooks	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	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.	Audio and video programs on the Internet that are sponsored by AOA-accredited Category 1 CME sponsors will receive Category 1-B credit.
American Board of Medical Specialties (ABMS) Maintenance of Certification and Subspecialty/CAQ Examinations	Participation in Maintenance of Certification or examinations for certificate(s) of added qualification sponsored by the American Board of Medical Specialties (ABMS)	Maximum of fifteen (15) CME credits per 3-year AOA CME cycle
Scientific Exhibits	The preparation and presentation of scientific exhibits at a county, regional, state, or national professional meeting	Ten (10) credits per scientific exhibit

2

3

1 **Non-Qualifying Activities**

2
3 A. Volunteer Work

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

5 B. Medical Facility Tours

6 Such tours do not qualify for CME credit.

7 C. Healthcare Committee and Departmental Meetings.

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

10 D. Osteopathic State Licensing Board Participation

11 E. Inspections

12 F. Physician Administrative Training

13 G. Quality Assessment Programs

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

17 H. Observation at Medical Centers

18 I. Medical Economics Courses

19
20
21 **Reporting CME Activities**

22
23 Reporting of osteopathic CME credit is the responsibility of the accredited AOA Category 1 sponsor. Credits
24 submitted by a physician for such activities will not be accepted by the AOA. AOA Category 1 CME sponsors have
25 ninety (90) days after the program to submit CME credits.

26
27 Reporting of CME earned from an ACCME-accredited provider for *AMA PRA Category 1 Credit™* or AAFP CME
28 programs to the AOA is the responsibility of the physician. A certificate of attendance must be provided to the AOA
29 Department of Client and Member Services at crc@osteopathic.org indicating the total number of hours attended.
30 Transcripts from other institutions (hospitals, CME trackers, etc.) will also be accepted if it contains the total number
31 of hours.

32
33 All submissions should include the physician’s name and AOA ID number.
34
35
36

1 **Other Questions**
2

3 If there are any questions concerning the CME program or ways in which to receive credit, or questions regarding a
4 physician’s status, please contact the AOA Department of Client and Member Services at (888) 62-MYAOA
5 (888-626-9262) or crc@osteopathic.org. In addition, a list of the “Frequently Asked Questions (FAQs)” is available
6 online at www.osteopathic.org.
7

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

- 9 1. Exemption/Reduction Form
- 10 2. Healthcare Facility Education Activities
- 11 3. Home Study CME
- 12 4. Non-Osteopathic Programs – Category 1-B

13
14 “AOA Coming Events,” a listing of upcoming CME (live and online) programs, are available in the Continuing Medical
15 Education section at www.osteopathic.org. AOA members may also view their CME Activity Report at any time by
16 visiting this site.
17

18 The Bureau of Osteopathic Specialists of the American Osteopathic Association (BOS) maintains the right to update
19 this guide as needed. The BOS reserves the right to evaluate all programs and activities on an individual basis to
20 determine if and the amount of credit granted at its discretion. Osteopathic physicians are responsible for keeping
21 abreast of the rules and regulations of CME.
22

1 **Appendix A: Proration Chart**

2
3 **Initial Certifications:**

4 When a physician first becomes certified, their CME requirement will be prorated for the current AOA CME cycle
5 only. Prorations will be based on the date of certification, as follows:
6

<u>Entry Date</u>	<u>Prorated Requirement</u>
	<i>*In cases where the prorated amount does <u>not</u> equal a whole number or number ending in .5, the amount will be rounded down to the nearest half point.</i> <i>**All prorations apply to each CME requirement (total, category-specific, etc.)</i>
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.

7
8
9 **Reactivated Certifications:**

10 When a physician reactivates an expired/inactive certification, their CME requirement will be prorated based on the
11 amount of time the certification was inactive, as follows:
12

<u>Length of Inactivity</u>	<u>Prorated Requirement</u>
	<i>* In cases where the prorated amount does <u>not</u> equal a whole number or number ending in .5, the amount will be rounded down to the nearest half point.</i> <i>**All prorations apply to each CME requirement (total, category-specific, etc.)</i>
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	<p>Diplomates who place their certification into official “retired” status will not have a Lifelong Learning/CME requirement.</p> <p>Certificates returned to “active” status from “retired” status will have a pro-rated requirement per the chart in Appendix A.</p>
Military (Non-career military personnel, includes physicians called to active duty, emergency need duty, military operation, or placed on stand-by)	<p>Reduction of 1/6 of all requirements for every 6 months of qualifying service.</p> <p>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.</p>
Military (assigned to positions other than his/her specialty)	<p>Reduction of 1/6 of all requirements for every 6 months of qualifying service.</p> <p>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.</p>
Military (career military personnel, including Veterans Administration and U.S. Public Health Service)	<p>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.</p>
Working outside the geographical boundaries of the United States and Canada (includes missionary service)	<p>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.</p> <p>6-12 months’ service = 1/3 reduction in each requirement 1-3 years’ service = 50% reduction in each requirement (maximum allowed is 50%)</p>
Full Medical Disability (permanent-no intention to return to work)	<p>Diplomate must provide letter from a treating physician.</p> <p>100% of the requirement is waived.</p> <p>If a disabled physician ever returns to practice (even in an administrative position), they will have a pro-rated requirement per the chart in Appendix A.</p>

Type	Reduction/Waiver
Medical Disability (temporary – e.g. unable to work currently, but anticipating eventual return to work)	<p>Diplomate must provide letter from a treating physician.</p> <p>Up to 12 months' illness = 1/3 reduction in each requirement 13-24 months' illness = 2/3 reduction in each requirement 25-36 months' illness = 100% waived</p>
Maternity/Paternity Leave	<p>Documentation of approved FMLA from employer required.</p> <p>25% reduction in each requirement for diplomates who have taken maternity/paternity leave during the CME cycle</p>
Other Extenuating Circumstances	<p>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 crc@osteopathic.org, as he/she may qualify for a reduction in the requirements.</p> <p>Changes in a physician's practice status at the beginning of the CME cycle may reduce his or her AOA CME requirement.</p>

1
2

Appendix C: Alphabetical List of CME Activities

<u>Activity Type</u>	<u>Category</u>	<u>Rules, Caps, etc.</u> ¹
Clinical Case Presentations and Research Poster Presentation	1-A (if osteopathic) 2-A (if non-osteopathic)	Must be primary author 5 CME per presentation
CME on the Internet (Interactive)	1-A (if from a 1-A sponsor) 2-A (if from a non 1-A sponsor)	
CME on the Internet (Non-Interactive)	1-B (if from an AOA Category 1 sponsor) 2-B (if from an <i>AMA PRA Category 1TM</i> or AAFP-accredited sponsor)	
Committee and Hospital Staff Work	1-B	Maximum of five (5) CME credits per 3-year AOA CME cycle
Examination (Primary Certification)	1-B	15 credits for each exam passed
Examination (Subspecialty/CAQ Certification)	1-B	15 credits for each exam passed
Examination (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	
Exam Construction (Item Writing)	1-B	
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
Formal CME (Osteopathic)	1-A	
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.

¹ Please 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.

<u>Activity Type</u>	<u>Category</u>	<u>Rules, Caps, etc.</u> ²
GME Faculty/Preceptors	1-B	A maximum of 20% of the required CME credits per 3-year AOA CME cycle.
Grand Rounds	1-A (if from a 1-A sponsor) 1-B (if from a non-osteopathic (1-A) sponsor)	
Home Study	2-B	Journal reading and other types of home study CME indexed in PubMed 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>JAOA</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>JAOA</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. Journal reading and other types of home study CME indexed in PubMed have a combined maximum of twenty (20) CME per 3-year AOA CME cycle.
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 (if osteopathic) 2-A (if non-osteopathic)	
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

² Please 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.

<u>Activity Type</u>	<u>Category</u>	<u>Rules, Caps, etc.</u> ³
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 party only.
Textbook Reading	2-B	Five (5) CME credits may be granted for each medical textbook read

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

In order to be deemed acceptable as Category 1-A or 2-A CME, all educational content must be presented by an AOA or ABMS board certified physician. The BOS recognizes that some topics may be appropriately presented by other qualified professionals (e.g. licensed psychologist, physical therapist, etc.). Therefore, CME lectures may also qualify for Category 1-A or 2-A credit if presented by an individual who meets one or more of the criteria listed below:

- 1) Foreign-trained physicians – foreign-trained physicians must have reached the appropriate terminal degree in the field for which they are presenting in order to receive Category 1-A or 2-A CME credit.
- 2) Non-physician presenters – non-physician presenters should have reached the appropriate terminal degree in the field for which they are presenting in order to receive Category 1-A or 2-A CME credit.
- 3) Physicians currently participating in an AOA or ACGME-accredited clinical or research fellowship program
- 4) Individuals who are current full-time faculty members of a COCA or LCME-accredited medical school

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

³ Please 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.