

HANDBOOK FOR
OSTEOPATHIC
ORTHOPEDIC SURGERY
RESIDENTS

American Osteopathic Academy of Orthopedics
P. O. Box 291690, Davie, Florida 33329-1690
800-741-2626
954-262-1700
Fax 954-262-1748

July, 2008

AOAO CONTACT & ADDRESS INFORMATION

Lee Vander Lugt, D.O., FAOAO., Chairman-Evaluating Committee
Marie Morris-Assistant Executive Director
American Osteopathic Academy of Orthopedics

WEB SITE: www.aoao.org

Mail: P. O. Box 291690
Davie, Florida 33329-1690

FedEx or packages only: 3200 S. University Drive, Room 1518, 5th Floor
Davie, FL 33328

Phones: 800-741-2626
954-262-1700

Fax: 954-262-1748

E-mail: ondrejac@nova.edu

AOBOS CONTACT & ADDRESS INFORMATION

Use the following address for items pertaining to Board Certification only.

Barbara Sharp, Executive Secretary

American Osteopathic Board of Orthopedic Surgery

Mail: 1117 Stone Street, Suite 4
Port Huron, MI 48060

Phone: 877-98-AOBOS (877-982-6267)

Fax: 810-984-2530

Website: www.aobos.org

E-mail: aobos@earthlink.net

CALENDAR OF RESIDENCY REQUIREMENTS

RESIDENCY YEAR	REQUIREMENT	DUE DATE
1 st year:	Candidate Membership Application	August 15 th
	1 st Quarter Program Directors' Quarterly Report	October 31 st
	2 nd Quarter Program Directors' Quarterly Report	January 31 st
	3 rd Quarter Program Directors' Quarterly report	April 30 th
	Residents' Yearly Evaluation of Program Director	July 15 th *
2 nd year:	Residents' Annual Report	July 15 th *
	Program Directors' Annual Report	July 15 th *
	Residents' Yearly Evaluation of Program Director	July 15 th *
	1 st Quarter Program Directors' Quarterly Report	October 31 st
	2 nd Quarter Program Directors' Quarterly Report	January 31 st
	3 rd Quarter Program Directors' Quarterly Report	April 30 th
3 rd year:	Residents' Annual Report	July 15 th *
	Program Directors' Annual Report	July 15 th *
	Scientific Paper	July 15 th *
	Residents' Yearly Evaluation of Program Director	July 15 th *
	1 st Quarter Program Directors' Quarterly Report	October 31 st
	2 nd Quarter Program Directors' Quarterly Report	January 31 st
	3 rd Quarter Program Directors' Quarterly Report	April 30 th
4 th year:	Residents' Annual Report	July 15 th *
	Program Directors' Annual Report	July 15 th *
	Scientific Paper	July 15 th *
	Residents' Yearly Evaluation of Program Director	July 15 th *
	1 st Quarter Program Directors' Quarterly Report	October 31 st
	2 nd Quarter Program Directors' Quarterly Report	January 31 st
	3 rd Quarter Program Directors' Quarterly Report	April 30 th

* These due dates only apply to those Residents that begin training July 1st. All other resident must finalize their paperwork no later than fifteen (15) days after the completion date in the year in which they are due.

Continued next page

CALENDAR OF RESIDENCY REQUIREMENTS (continued)

RESIDENCY YEAR	REQUIREMENT	DUE DATE
5 th year:	Application to AOBOS for Written Exam for Certification	AOBOS Website (Calendar of Events)
	Scientific Paper	January 15 th *
	Residents' Six-Months Report	January 15 th *
	Program Directors' Six-Month Report	January 15 th *
	1 st Quarter Program Directors' Quarterly Report	October 31 st
	2 nd Quarter Program Directors' Quarterly Report	January 31 st
	3 rd Quarter Program Directors' Quarterly Report	April 30 th
	<i>This requirement must be met in order to be eligible to take the AOBOS Written Exam.</i>	
	Final Residents' Annual Report	July 15 th *
	Final Program Directors' Annual Report	July 15 th *
	Residents' Yearly Evaluation of Program Director	July 15 th *
	Residency will not be reported as complete to the American Osteopathic Association until all documents have been received by the AOA and reviewed by the AOA Evaluating Committee	
	Application for AOA Active Membership	July 15 th *
	New Mailing Address Information	July 15 th *
	Application to AOBOS for Oral Exam for Certification	AOBOS Web site (Calendar of Events)
One year of practice and log of 200 major cases:	Application to AOBOS for Clinical Examination	AOBOS Web site (Calendar of Events)

*** These due dates only apply to those Residents that begin training July 1st. All other resident must finalize their paperwork no later than fifteen (15) days after the completion date in the year in which they are due.**

RESIDENT'S MONTHLY REPORTS/LOGS

Monthly reports/logs are to be submitted by the resident to the Program Director and the Director of Medical Education. These logs are required to be available during hospital inspections. **DO NOT SEND MONTHLY LOGS TO THE AOA.** The monthly reports/logs should include:

- A. List of all major procedures including: date, patient's initials, chart number, patient's age, diagnosis, surgery and disposition. Also include in and out or same-day surgery.
- B. List of non-operative patients admitted to the orthopedic service including the date, patient's initials, patient's age, chart number, diagnosis and disposition.
- C. List of all closed fractures, including: date, patient's initials and diagnosis.
- D. List of minor operative procedures including: date, patient's initials and diagnosis. Nerve block, myelograms, arthrograms, etc., do not need to be listed but should be tabulated. Also include in and out and same-day surgery.
- E. List of hospital conferences and meetings attended.
- F: Monthly reports must be **signed by both the Program Director and the Resident.**

RESIDENT'S ANNUAL REPORT

The resident Annual Report must be completed and finalized on the AOA case log system. **Refer to the Calendar of Residency Requirements for due dates.**

PROGRAM DIRECTOR'S ANNUAL REPORT

The Program Director's report must be completed and finalized on the AOA case log system. **Refer to the Calendar of Residency Requirements for due dates.**

SCIENTIFIC PAPERS

Three scientific papers must be submitted. These are due in the 3rd, 4th and 5th year of residency per the Calendar of Residency Requirements.

The required paper may be in the form of:

- A. A Clinical Abstract
- B. A Case Presentation
- C. A Report of Clinical Research

The three papers submitted must be on different subjects. The Program Director must review the paper.

The title page should include:

- A. Resident's Name
- B. Residency Base Hospital Name
- C. Name of the Program Director
- E. Year of Residency for Which Paper Submitted,
i.e. 3rd, 4th or 5th.
- F. Date of Preparation

If you desire to have your paper considered for publication in the official publication of the AOA, please indicate upon submission.

If a paper has multiple authors, the orthopedic resident must be the lead author to qualify for the yearly requirement. No changes can be made to your scientific paper once it has been approved by the AOA Evaluating Committee.

SCIENTIFIC POSTERS AND SCIENTIFIC EXHIBITS

A Scientific Poster or Scientific Exhibit may be substituted for ONE scientific paper during the residency program. This must have the approval of the Residency Program Director.

To obtain credit for the poster or exhibit it must be exhibited at the AOA Annual meeting during the current academic year. These meetings are usually held in either September or in October each year. Space is limited and reserved on a first-come basis.

June 30th is the deadline for application. **The resident must appear at the meeting in order to display the poster or exhibit.** Applications can be obtained from the AOA Executive Office or on the AOA web site at www.aoao.org

MONETARY AWARDS

There are monetary awards based on judging at the AOA Annual meeting for Scientific Poster and Scientific Exhibits. **In order to be eligible for this award, you must be an AOA Candidate member.**

There are also monetary awards based on judging of Scientific Papers by the AOA Editorial Committee. **In order to be eligible for this award, you must be an AOA Candidate member.**

To be eligible for awards, papers must be submitted by July 15th of the year in which they are due. Any late papers will not be judged. (The date of July 15th only applies to those residents that begin training July 1st. All other resident papers must be submitted fifteen (15) days after the completion date in the year in which they are due)

There are three categories for awards:

- General Orthopedics (awarded by the AOA)
- Hand Surgery (awarded by the Hand Section)
- Sports Medicine (awarded by Sports Medicine Section)

The front of the paper should specify the category for which the paper is submitted.

BASIC STANDARDS

Please review the Basic Standards for Residency Training in Orthopedic Surgery, which is included in this handbook.

This is a joint document from the American Osteopathic Association and the American Osteopathic Academy of Orthopedics. It should be reviewed for important information relative to resident, hospital, and training requirements.

AOAO EVALUATING COMMITTEE

The AOAO Evaluating Committee meets to review the finalized paperwork from residents and Program Directors from the AOAO case log system. They recommend to the American Osteopathic Association the status of approval of a resident's training for the current year.

This Committee is also charged with reviewing on-site hospital training program inspections made by AOAO approved inspectors, and making recommendations to the American Osteopathic Association concerning the continuing approval of a program, as well as recommendations regarding increases requested in the number of resident positions at a specific program. Residency programs are only permitted to sign contracts with residents up to the approved number of positions available.

AOAO CANDIDATE MEMBERSHIP

All Osteopathic Orthopedic residents are eligible for Candidate Membership status. An application is provided in the packet sent to new residents, or contact the AOAO Office, or log on to the AOAO web site at www.aoao.org and click on membership forms to obtain one.

Application packet should include:

- Completed application signed by two AOAO members and Residency Program Director.
- Passport size photo.
- Copy of Intern Certificate.

There are **no dues** for Candidate Members.

AOAO ACTIVE MEMBERSHIP

Once residency is completed application should be made for Active Membership in the AOAO.

Application packet should include:

- Completed Application.
- Passport Size Photo.
- Copy of Residency Certificate.
- One Letter of Recommendation from an AOAO Active Member.

Current Dues are:

Active Members	\$350.00
Active Military Service	\$200.00

A letter may be submitted requesting remission of dues during Fellowship training.

BOARD CERTIFICATION

The American Osteopathic Academy of Orthopedics (AOAO) does **NOT** conduct certification of Orthopedic Surgeons.

This is handled by a separate entity, the **AMERICAN OSTEOPATHIC BOARD OF ORTHOPEDIC SURGERY (AOBOS)**. They administer Board Certification in Orthopedic Surgery for the American Osteopathic Association. Certification requires completion of a written examination, an oral examination and a clinical review.

To be eligible to take the written exam for certification in the final year of residency, the resident must have: (1). completed six months of residency; (2). by January 15th of that year must submit all documents through the first six months of the 5th year to the American Osteopathic Academy of Orthopedics for review and approval recommendation by the Evaluating Committee. The written examination is given only once per year, and if missed the applicant will wait until the next year.

Applications for the written exam must be submitted to the AOBOS, refer to the AOBOS web site at www.aobos.org for application deadline.

The oral examination is given the day before the start of the AOAO Annual meeting each year, usually in September or October. Deadline for application for this exam, please refer to the AOBOS web site at www.aobos.org

The clinical examination application must be submitted to the AOBOS in the year in which the physician is eligible for this final portion of the certification examination, refer to www.aobos.org for application deadline.

Please refer to the current AOBOS “Handbook for Candidates for Board Certification” which is located on the web at www.aobos.org for detailed specific requirements.

Any questions relative to the Board Certification process should be referred to the AOBOS. Their address and phone are listed on Page 2 of this handbook.

Upon completion of certification, questions regarding validation of certification should be directed to the American Osteopathic Association, 142 E Ontario Street, Chicago, IL 60611 Attention: Mr. Armando Ramirez, 800-621-1773.
