

<b>Graduate Medical Education Policy</b>	Primary Specialty Board Certification Examination
<b>Facility/Sponsor</b>	CMC/GMEC
<b>Policy Origin Date</b>	March 2019
<b>Revision Date</b>	May 2022

### **PURPOSE**

Participants in fellowships that are greater than twelve months in length must meet their primary specialty board certification requirements to continue training in their sub-specialty. It is not possible to be boarded in a sub-specialty without first boarding in the primary specialty. Fellows must take and pass the board certification exam for their primary specialty within the first 16 months of fellowship training to be allowed to continue their training in a fellowship program.

### **SCOPE**

This policy applies to all Accreditation Council for Graduate Medical Education (ACGME), Council on Podiatric Medical Education (CPME), and Commission on Dental Accreditation (CODA) accredited graduate medical education programs sponsored by Carilion Medical Center (CMC).

### **DEFINITIONS**

**Primary board certification** is the successful completion of the requirements designated by a given specialty to achieve initial endorsement by the specialty's board. The American Board of Medical Specialties designates the bodies responsible for the administration and monitoring of certification.

### **PROCEDURE**

1. All Fellows in ACGME accredited GME programs will be subject to the following:
  - a. Fellows are notified of the requirement for primary board certification as stated in their contract.
  - b. Fellows must take the board examination corresponding to their primary specialty during the first year of fellowship training.
  - c. Fellows **MUST** pass the requirements for their primary specialty board certification within the first 16 months of their program.
  - d. Fellows who do not pass the certification exam during their first year of training must meet with their Program Director (PD). At this meeting, the PD will review this policy and provide the fellow a copy of the policy.
  - e. Fellows who do not pass the exam on their first attempt may be issued a contract for their second year of training. This contract will end on or about November 1 of the second year of training. This will allow the fellow sufficient time to take the examination and to receive the scores for this exam.
  - f. Failure to successfully pass the requirements for primary board certification within their first 16 months of training will result in non-renewal of contract (see Discipline – Nonrenewal of Contract policy).
  - g. If the fellow passes the exam taken during their second year of fellowship, they will be issued a new contract with a new end date reflecting completion of their second year. For on-cycle fellows this will be June 30 of their second year.

<b>Designated Institutional Official</b>	<b>Reviewing Committee</b>	<b>Date Approved</b>
Donald Kees, MD	GMEC	March 19, 2019
Arthur Ollendorff, MD	GMEC	May 17, 2022
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