

ABPMR

A MEMBER
BOARD OF THE
AMERICAN
BOARD OF
MEDICAL
SPECIALTIES

Part II Certification Examination

Information for Candidates

May 21 & 22, 2016



THE AMERICAN BOARD
OF PHYSICAL MEDICINE AND
REHABILITATION

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The content of this publication is subject to change from year to year. A current version of the ABPMR Part II Information for Candidates can be found on the ABPMR website.

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Location and Travel

The ABPMR Part II (oral) Examinations are held at the Mayo Clinic in Rochester, Minnesota. The 2016 examinations will take place on May 21 and 22. It is recommended that you arrive in Rochester the day before your scheduled examination session.

Air Reservations

The city of Rochester, Minnesota is located approximately 80 miles south of Minneapolis/St Paul. When flying in, you can choose to arrive at either the Rochester airport or the Minneapolis-St Paul airport.

The ABPMR has negotiated with Delta Airlines to provide discounted airfare rates. These rates can be obtained only by contacting the designated travel agency below and indicating that you're an ABPMR examination candidate:

Travel Leaders/Suntime Travel

800.533.2012

Laurie@tvllleaders.com

Rochester Airport (RST)

Multiple flights arrive daily from Chicago via American Airlines and from Minneapolis via Delta. Access to and from the Rochester airport is provided by taxi cab or shuttle service.

Minneapolis-St Paul Airport (MSP)

There are two companies that offer airport shuttle service from the Minneapolis-St. Paul airport to several downtown Rochester hotels. Shuttle service is located inside the MSP terminal near the hotel shuttle boarding area. Advance reservation is required. Reservations can be made by contacting:

Go Rochester Direct

800.280.9270

www.gorochesterdirect.com

Rochester Shuttle Service

507.216.6354

www.rochestershuttleservice.com

Use discount code: abpmr

Hotel Reservations

The ABPMR has negotiated discount rates with three Rochester hotels. All three hotels are within walking distance of the examination site (see map on following page for the hotels marked with a red star). **Make a reservation by calling the numbers listed below and indicate that you are a candidate for the ABPMR examinations.** Website links are provided for additional information on each hotel.

Hilton Garden Inn

225 S Broadway

Rochester MN 55904

1.800.HILTONS

www.hiltongardeninn.com

Kahler Inn and Suites

9 Third Ave NW

Rochester MN 55901

800.533.1655

www.kahlerinnsuites.com

Kahler Grand Hotel

20 Second Ave SW

Rochester MN 55902

800.533.1655

www.thekahlerhotel.com

Preparing for the Examination, cont'd

Registration

Prior to the examination weekend, you will receive a Part II procedure notice by email which includes your admission card with the date and time of your examination session. Please do not lose this information; you will need to present the admission card at the time of registration on the day of your examination. ABPMR staff will use the admission card for identification purposes and to locate your examination materials. If you do not have the admission card, you will be asked to provide a photo ID (driver's license, passport, etc). Plan to arrive at the examination site 30 minutes prior to the scheduled start time of your examination session. Late arrival may result in the loss of your examination seat.

At registration, you will receive your detailed examination schedule. You will also be given a name tag to indicate that you have properly registered. This identification must be clearly visible to examiners during the examination session.

Registration will be followed by a 10-minute mandatory orientation. Ample time has been scheduled for registration and orientation to ensure that you will not be deprived of the allotted time for the examinations.

Supplies/Prohibited Materials

Each examination room will have the supplies needed for you to complete the examination. Scratch paper and pencils will be available for you to take notes during the examination but must remain in the examination room.

No personal items are allowed in the examination room. This includes, but is not limited to, computers, cell phones, pagers, watches, audio recording devices, or any other electronic device or information storage system; notepaper, cameras, pens, books, study materials, luggage, tie tacks, briefcases, purses, and food.

Please make arrangements to store these materials before arriving at the examination site. You may contact your hotel regarding options for storing personal possessions during the examination. The ABPMR assumes no responsibility for lost or stolen items.

Health-related items such as eyeglasses and hearing aids are allowed in the examination room, but may be inspected during the registration process. If you have a visual impairment, you may use magnifying visual aids.

If you have specific questions, please contact the ABPMR office prior to the examination.

Attire

Professional business attire (coat and tie for men and similar attire for women) is strongly recommended for the examination session.

Remember:

- *View the Part II videos on the ABPMR website*
- *Arrive in Rochester the day before your examination*
- *Bring your admission card to the examination site for registration*
- *Do not bring any personal items, including cell phones, to the exam site*

Preparing for the Examination, cont'd

Test-Taking Advice

The Part II Examination is an interactive process between you (the candidate) and the examiner. The test-taking strategies described below can facilitate this communication process.

Approach the Examination Systematically

The Part II Examination is based on the assumption that you will approach information gathering and management in a systematic and thorough fashion. Be very clear with the examiner about the specific information you are requesting and the procedures or actions you will take. The examiner may ask for clarification if your answer is unclear.

Keep Answers Specific

It is your responsibility to provide accurate, relevant, and appropriate responses to the clinical situation. Therefore, responding to questions by offering every possibility that comes to mind may not reflect your comprehension of the specific issues and may adversely affect your ratings. It is important to keep your responses specific and directly related to the questions.

Speak Precisely and at a Moderate Pace

Examiners document your answers in their notes. Speak precisely and at a moderate pace so the examiner can accurately document the encounter. If you are going too fast, the examiner will ask you to slow down.

Answer Questions Efficiently

Your score will start at zero and points will be earned in each domain. It is to your advantage to answer questions efficiently and to provide as much information as possible within the time available for each domain. You may jeopardize successful completion of the examination by taking excessive time in answering questions.

Listen to the Examiner's Cues

During the examination, you will give and receive information. Listen to the examiner's cues — they are intended to give you the information necessary to manage the patient. The examiner will not ask you trick questions. All examiner information is pertinent and designed to guide you through the examination.

Proceed to Manage the Case if Information is Not Available

Some information is not provided on the examination. If the examiner indicates that information is not available, simply proceed to manage the patient as you normally would without the requested information. You can trust that the unavailable information is not needed to manage the patient.

Examination Overview

Examination sessions are scheduled throughout the weekend on both Saturday and Sunday. Each session consists of three separate 40-minute examinations separated by five-minute breaks. Each candidate will be scheduled for one day only (Saturday or Sunday) and one session.

Saturday

Session 1A - Saturday AM	
Registration	6:30-7:00 am
Orientation	6:45-7:00 am
Testing	7:00-9:10 am

Session 1B - Saturday AM	
Registration	7:05-7:35 am
Orientation	7:20-7:35 am
Testing	7:35-9:45 am

Session 2A - Saturday AM	
Registration	9:15-9:45 am
Orientation	9:30-9:45 am
Testing	9:45-11:55 am

Session 2B - Saturday AM	
Registration	9:50-10:20 am
Orientation	10:05-10:20 am
Testing	10:20 am-12:30 pm

Session 3A - Saturday PM	
Registration	12:30-1:00 pm
Orientation	12:45-1:00 pm
Testing	1:00-3:10 pm

Session 3B - Saturday PM	
Registration	1:05-1:35 pm
Orientation	1:20-1:35 pm
Testing	1:35-3:45 pm

Session 4A - Saturday PM	
Registration	3:15-3:45 pm
Orientation	3:30-3:45 pm
Testing	3:45-5:55 pm

Session 4B - Saturday PM	
Registration	3:50-4:20 pm
Orientation	4:05-4:20 pm
Testing	4:20-6:30 pm

Sunday

Session 5A - Sunday AM	
Registration	6:30-7:00 am
Orientation	6:45-7:00 am
Testing	7:00-9:10 am

Session 5B - Sunday AM	
Registration	7:05-7:35 am
Orientation	7:20-7:35 am
Testing	7:35-9:45 am

Session 6A - Sunday AM	
Registration	9:15-9:45 am
Orientation	9:30-9:45 am
Testing	9:45-11:55 am

Session 6B - Sunday AM	
Registration	9:50-10:20 am
Orientation	10:05-10:20 am
Testing	10:20 am-12:30 pm

Examination Overview, cont'd

During registration at the exam site, you will be assigned to a group. Five minutes prior to the start of your first exam, you will be asked to move to your assigned group. Each group will be escorted to the hallway where the exam rooms are located. You will find your exam room (listed on the back of your nametag) and stand outside the room until you hear the overhead announcement that you may enter the room.

An announcement will be made when each examination has ended. For the second and third exam sessions, you are responsible for finding the exam room. You have five minutes between each exam session. ABPMR staff will be available to direct you to your next room. Once you locate the room, you will again wait outside the room until you hear the announcement that you may enter the room.

Examiner Conflicts

Prior to the creation of the examination schedule, a list of all Part II candidates is distributed to the ABPMR examiners. The examiners must indicate if they are familiar with any of the candidates; if a potential conflict of interest exists, the candidate is not scheduled with that examiner. If you find a conflict of interest situation when you enter an examination room, make your concern known immediately to the ABPMR staff.

Examination Administration

Examiners will present a minimum of three vignettes during each examination. The examiner will begin the vignette by presenting a clinical case description. This information will also be provided to you on a laminated sheet for your reference throughout the vignette discussion. As the examination proceeds, further details will be provided regarding different aspects of patient evaluation, diagnosis, and treatment.

The vignettes are designed to provide you with the opportunity to demonstrate clinical skills and the ability to integrate and apply professional

knowledge, interactive skills, and standards to clinical situations. Vignettes are structured specifically for the Part II Examination and are not intended to replicate all aspects of an actual case seen in practice.

Examiners will likely take notes throughout the session to formulate an evaluation. As you progress through the three exams, remember that each examiner is working independently of the other examiners; no examiner knows how a candidate scored in other examinations.

During one or more of the examinations, a Part II Examination proctor may be present to observe. This person will evaluate the examiner to ensure that ABPMR guidelines are upheld. The proctor will not interact with you or take part in scoring or evaluating your examination.

The Part II Examination is conducted in an evaluation setting. It is not intended to be an educational experience. Examiners are instructed not to give feedback to candidates during or after the examination.

Examination Results

Official examination results are available 6-8 weeks after the Part II Examination. Results are sent by mail and are also available on your physician home page at www.abpmr.org. To have results mailed to a temporary or new address, you must contact the ABPMR office. In the interests of maintaining confidentiality of candidate information, examination results are not given via telephone, fax, or email. Please do not contact the ABPMR office regarding your results unless eight weeks have transpired.

Successful completion of both the Part I and Part II Examinations and satisfactory completion of other ABPMR requirements will result in diplomate status with the ABPMR. Diplomates receive time-limited certificates dated for a 10-year period.

Examination Domains

Your performance on each vignette is evaluated using the performance criteria described within the following domains:

Data Acquisition

This domain is used to evaluate the acquisition of data that is critical to the provision of quality patient care. The appropriateness of the critical data obtained by the candidate should be reflected in this rating. The components of this domain include:

- patient history
- physical examination components
- functional evaluation
- response to psychosocial aspects of illness and functional limitations

This domain addresses the following question: Did the candidate elicit the appropriate data required to correctly diagnose and manage the patient?

Problem Solving

This domain addresses the appropriateness of the candidate's organization of data collection activities in relation to patient management decisions. The components of this domain include:

- integration of medical knowledge with clinical data
- prioritization of rehabilitation goals and medical issues/formulation of management plan
- generation of a differential diagnosis
- use of evidence-based medicine
- application of research and statistical methods
- use of information technology

This domain addresses the following question: Did the candidate, in an appropriately organized manner, collect data to select among reasonable alternative diagnoses while ensuring patient stabilization and anticipating future problems or support requirements?

Patient Management

This domain addresses patient treatment decisions and the sequence of management actions. The components of this domain include:

- medication prescriptions
- exercise and modality prescriptions
- durable medical equipment prescriptions
- therapeutic and diagnostic injections
- use of evidence-based medicine
- comprehensive therapeutic care plan including patient monitoring and follow-up
- promotion of health and function and prevention of disease and injury
- management of complex medical problems

This domain addresses the following questions: Did the candidate treat or direct the appropriate treatment(s) at the appropriate times? Did the candidate efficiently arrive at an informed and appropriate management plan?

Examination Domains, cont'd

Systems-Based Practice

This domain addresses the candidate's ability to utilize the healthcare system to supplement patient management. The components of this domain include:

- knowledge of practice and delivery systems
- evaluation of risks, benefits, limitations, and costs of available resources
- resource utilization/justification
- outcomes
- healthcare referrals
- team management

This domain addresses the following questions: Did the treatment plan include proper referral of the patient at an appropriate time? Did the candidate properly take risks and benefits into account when formulating a plan of care?

Interpersonal and Communication Skills

This domain rates the demonstrated concern, knowledge, and skill of the candidate in dealing with the patient's questions and concerns, as well as with the concerns of the patient's family. The components of this domain include:

- communication skills with patients, families, and health professionals
- listening skills
- demonstration of compassion, sensitivity, and respect for patients, families, and colleagues
- sensitivity to diversity issues
- ethics/professionalism

This domain addresses the following questions: Is the candidate able to provide appropriate explanations and respond with sensitivity to the patient and/or the patient's family? Can the candidate communicate effectively with consultants and hospital support staff?

Administrative Policies

The ABPMR has a number of policies that govern and protect the certification examinations. Below are the policies related to the Part II Examination.

Accommodations for Persons with Disabilities

The ABPMR supports the Americans with Disabilities Act (ADA) and makes reasonable accommodations in examination procedures for individuals with documented disabilities. Refer to the [ABPMR policy on Requesting Accommodations under the ADA](#) and the [Application for Accommodations form](#).

Disruptive Behavior

The ABPMR has the right to remove you from the examination because of disruptive behavior. If you are removed from an examination because of disruptive behavior, no refund of fees will be available.

Late Arrival

It is your responsibility to arrive at the examination site at your scheduled time. The ABPMR cannot alter its administration of the examination for candidates who experience difficulties getting to an examination. Any candidate who is not available at the start of the orientation session will not be permitted to take the Part II Examination. Make-up examinations will not be administered.

Examination Irregularity Policy, Nondisclosure Policy, and Cooperation Agreement

All candidates will be required to sign the [ABPMR Examination Irregularity Policy, Nondisclosure Policy, and Cooperation Agreement](#) at the examination site.

Examination Research

The ABPMR reserves the right to conduct and report research studies of its examinations and its examination data for the purposes of quality assurance, examination development, and benefit to the specialty. Individual candidate confidentiality will not be violated or compromised.

Medical Licensure Policy

Throughout the certification process, candidates must possess a current, valid, and unrestricted license to practice medicine or osteopathy in a United States licensing jurisdiction, Puerto Rico, or Canada. Evidence of this unrestricted license in all states where a license is held must be submitted with the application for certification examinations.

If any license currently held by the candidate is restricted or qualified in any way, the applicant must provide full details of the restriction or qualification. The ABPMR may, in its sole discretion, determine whether to investigate any questions relating to the applicant's licensure status. The ABPMR reserves the right to approve or deny the application after review. Refer to the [ABPMR Licensure Policy](#).

Smoking Policy

Smoking is prohibited on all Mayo Clinic properties. No smoking is allowed at the examination site.

Part II Examination Appeal Policy

All candidates will be required to sign this policy (page 10) at the time of registration at the examination site. Refer to the [ABPMR Part II Examination Appeal Form](#) and the [ABPMR Appeals Policy](#).

Administrative Policies, cont'd

American Board of Physical Medicine and Rehabilitation

Examination Irregularity Policy, Nondisclosure Policy, and Cooperation Agreement

ABPMR Examination Irregularity Policy

All American Board of Physical Medicine and Rehabilitation (ABPMR) certification examinations, including the content and wording of examination questions, constitute confidential ABPMR information protected by copyright law. Any unauthorized receipt, possession, or transmission of ABPMR written, computer-based, or oral examination questions, content, or materials, either before the examination, on site, or after an examination administration, is strictly forbidden. Use of ABPMR examination materials for the purpose of examination preparation or training is also strictly forbidden.

To ensure examination integrity, the ABPMR uses data forensic techniques to identify patterns of test fraud, including cheating and copyright infringement. The ABPMR will investigate all reports of irregular and/or improper behavior that is observed, made apparent by data forensic analysis, or uncovered by other means.

Violation of the ABPMR Examination Irregularity Policy, Nondisclosure Policy, and/or Acknowledgement/Cooperation Agreement, the giving or receiving of aid in any ABPMR examination, or engaging in other conduct that subverts or attempts to subvert the examination or the ABPMR certification process is sufficient cause for the ABPMR to:

- bar an individual from the examination and/or future examinations,
- terminate participation in the examination,
- withhold and/or invalidate the results of the examination,
- withhold a certificate,
- revoke a certificate, or
- take other appropriate action.

The ABPMR reserves the right to take whatever measures are necessary to protect the integrity of its examinations.

ABPMR Nondisclosure Policy

All ABPMR examinations are confidential and are protected by copyright law. The examinations are made available to you, the candidate, solely for the purpose of becoming certified or maintaining certification in the specialty or subspecialties of physical medicine and rehabilitation. You are expressly prohibited from disclosing, publishing, reproducing, or transmitting any ABPMR examination content, in whole or in part, in any form or by any means, verbal or written, electronic or mechanical, for any purpose.

Acknowledgement/Cooperation Agreement

I understand and agree that the ABPMR has the final authority to determine whether I have the privilege of sitting for an examination and whether the score I receive is valid. In the event that the ABPMR investigates potential examination irregularity, I agree to cooperate fully with the ABPMR and to provide information in my possession to the ABPMR.

I have read the policies and agreement carefully and understand, agree to, and accept the obligations the policies and agreement impose on me.

Signature

Date

Administrative Policies, cont'd

American Board of Physical Medicine and Rehabilitation

Part II Examination Appeal Form

The Appeal Policy for the Part II Examination of the American Board of Physical Medicine and Rehabilitation (ABPMR) is listed below:

Complaint and Notice of Intention to Request an Appeal

A candidate who believes that any of his or her examiners committed misconduct or fraud during a portion of the Part II Examination may file a complaint and notice of intention to request an appeal as follows:

- The complaint and notice must be in writing, list all reasons supporting the complaint, and be signed by the candidate. Forms may be obtained from ABPMR staff.
- The written complaint and notice must be submitted within one hour following the conclusion of the candidate's examination.
- The written complaint and notice shall be given to any member of the Part II Examination Committee.

A candidate who does not follow the above process waives any right to appeal or otherwise challenge the oral examinations.

Appeal of Part II Examination

A candidate who has filed a written complaint and notice of intention to request an appeal, as outlined above, and has received a failing grade, may file an appeal by submitting the following:

- A letter to the ABPMR office requesting an appeal of his/her Part II Examination
- A nonrefundable \$500 appeal fee

The letter requesting an appeal with the appeal fee must be postmarked within 30 days of the date indicated on the letter notifying the candidate that he or she failed the Part II Examination.

Decision

If the Part II Examination Committee determines that misconduct or fraud occurred, the candidate will be allowed to take the next regularly scheduled Part II Examination without paying any processing or examination fees.

I have reviewed and understand the above Appeal Policy of the American Board of Physical Medicine and Rehabilitation. I am aware that I may ask questions regarding this policy if I do not understand it. I have no such questions.

Signature

Date