

Continuing Medical Education  
2016-2018

Guide for  
Osteopathic Physicians

FEBRUARY 2016



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AMERICAN OSTEOPATHIC ASSOCIATION

**American Osteopathic Association**  
**142 East Ontario Street**  
**Chicago, IL 60611**  
**CME Guide for Osteopathic Physicians – 2016-2018**

Statement of Purpose

The purpose of the Continuing Medical Education Program (CME) of the American Osteopathic Association (AOA) is to maintain and increase the medical knowledge and skills of the osteopathic physician. The ultimate goals of continuing medical education are continued excellence of patient care and improving the health and well-being of the individual patient and the public.

The American Osteopathic Association’s mandatory program of continuing medical education is designed to encourage and assist osteopathic physicians in achieving these objectives and goals.

The AOA’s CME program is implemented by granting credits to osteopathic physicians for participation in approved CME activities sponsored by recognized organizations, institutions and agencies. Specifically excluded from granting credit are educational programs that lead to formal advanced degrees within the profession; these include pre-doctoral courses in colleges of osteopathic medicine, internships, residencies and fellowships.

Accredited educational activities may be formal or informal, full time or part time activities, which may include, but are not limited to, scientific seminars, workshops, refresher and postgraduate courses, lectures, home study, and local, state, regional and national medical meetings. The American Osteopathic Association grants CME credits to osteopathic physicians for their participation in educational activities that meet specific criteria.

For a more detailed description of the various types of osteopathic CME credits, and the criteria allocated to each type of credit, please refer to this [“AOA CME Guide for Osteopathic Physicians.”](#)

## CME Requirements

All members of the American Osteopathic Association (AOA) are required to participate in the Continuing Medical Education (CME) program and to meet specified CME credit hour requirements for the 2016-2018 CME cycle, unless exempted from this process by disability or membership status.

One hundred and twenty (120) CME credits are required for membership in the American Osteopathic Association within this three-year cycle, beginning January 1, 2016 and ending December 31, 2018. Of this total, thirty (30) CME credits must be obtained in Category 1-A and the remaining ninety (90) CME credit may be obtained with either Category 1-A, 1-B, 2-A, or 2-B credits. Physicians entering the program in mid-cycle will have their credit requirements prorated. 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.

Members who obtain one hundred and fifty (150) credits or more of AOA approved applicable CME credit in a three-year CME cycle will be given a certificate of excellence in CME. These hours must be earned by December 31<sup>ST</sup>, but reported no later than May 31<sup>st</sup> following the close of the current CME cycle.

AOA recognizes that members holding specialty or subspecialty certificates in specialties with less than three hundred (300) certificate holders may have difficulty accruing the required number of AOA 1-A credits for maintenance of membership. In such cases, members may apply *AMA PRA Category 1 Credit™* or AAFP category 1 credits to their AOA 1-A credit requirement up to the maximum of 15 CME credits per cycle to meet the Category 1-A credit requirement for membership. To qualify for AOA Category 1-A CME credit under this policy the following criteria must be met:

1. Osteopathic physicians must be a member of the AOA
2. Physicians' must be AOA and/or ABMS certified
3. The specialty/subspecialty must be listed as a qualifying specialty

A list of specialties and subspecialties with less than 300 certified members is available at [www.osteopathic.org](http://www.osteopathic.org).

To request eligibility in this program, physicians should contact their certifying board. Specialty colleges may petition the Council on Continuing Medical Education (CCME) to have members exempted from the current policy if that specialty college feels that sufficient CME is available in the specialty or subspecialty listed for exemption. To do this, specialty affiliates must submit a detailed list of courses which provide CME that meets the needs of the specialty or subspecialty physicians.

Note: This exemption only applies to the thirty (30) Categories 1-A CME credits required for membership in the AOA.

The acceptance of ACCME accredited provider for *AMA PRA Category 1 Credit™*; AAFP, or credits from any other certifying body by the CCME in order fulfill AOA CME requirement does not convert said credits to AOA credits.

## Types of CME Credit

The AOA assigns CME credit to four categories: 1-A, 1-B, 2-A, and 2-B.

### I. Category 1-A Credit

AOA Category 1-A credits will be granted to attendees for formal educational programs designed to enhance clinical competence and improve patient care. These programs must be sponsored by an AOA accredited Category 1 CME sponsor and are limited to:

#### A. Formal Osteopathic CME

- Consisting of formal face-to-face programs or interactive online (See Section VI. that meet the Category 1 quality guidelines, faculty requirements, and which are sponsored by AOA-accredited Category 1 CME sponsors.
- Topics must be related to any of the seven (7) Core Competencies listed below, as the core competencies have been recognized throughout the continuum of osteopathic education as essential and critical to the development and maintenance of osteopathic physicians' overall education.

- Seven (7) Core Competencies:

1. Osteopathic Philosophy/Osteopathic Manipulative Medicine: Demonstration and application of knowledge of accepted standards in osteopathic manipulative treatment appropriate to the specialty; dedication to life-long learning and to incorporating the practice of osteopathic philosophy and OMM in patient care.
2. Medical Knowledge – Demonstration and application of knowledge of accepted standards of clinical medicine in the respective area; remain current with new developments in medicine and participate in life-long learning.
3. Patient Care - Demonstrate the ability to effectively treat patients and provide medical care that incorporates the osteopathic philosophy, patient empathy, awareness of behavioral issues, the incorporation of preventive medicine and health promotion.
4. Interpersonal and Communication Skills - Demonstrate interpersonal and communication skills that enable a physician to establish and maintain professional relationships with patients, families, and other members of health care teams.
5. Professionalism – Uphold the Osteopathic Oath in the conduct of one's professional activities that promotes advocacy of patient welfare, adherence to ethical principles, and collaboration with health professionals, life-long learning, and sensitivity to a diverse patient population; be cognizant of physical and mental health in order to effectively care for patients.
6. Practice-Based Learning and Improvement – Demonstrate the ability to critically evaluate methods of clinical practice, integrate evidence based medicine into patient care; show an understanding of research methods; improve patient care practices.

7. Systems-Based Practice – Demonstrate an understanding of health care delivery systems; provide effective and qualitative patient care within the system; and practice cost effective medicine.

**B. Osteopathic Medical Teaching**

Physicians who participate as lecturers in osteopathic medical education in a didactic format are eligible to receive Category 1-A credit for their participation. Credit is granted on an hour-for-hour basis. Methods of this education are limited to:

1. Formal delivery of osteopathic medical education lectures in colleges of osteopathic medicine, speaking at specialty and divisional society conferences.
2. Formal delivery of osteopathic medical education to students, interns, residents, fellows, and staff of AOA-accredited Category 1 CME Sponsors.
3. Teaching credit must be verified by the CME Department of an AOA-accredited Category 1 CME college of osteopathic medicine or Category 1 CME sponsoring hospital.

CME credits will not be awarded for preparation of lectures.

**C. Standardized Federal Aviation Courses**

The following standardized CME programs sponsored by the Federal Aviation Administration or United States Armed Services are eligible for Category 1-A credit.

1. Aviation Medicine
2. Flight Surgeon Primary Course
3. Cardiology Themed Seminars
4. Neurological Themed Seminars
5. Basic Standardized Seminars

In addition, all standardized CME courses offered by the Civil Aeronautic Institute or Federal Aviation Administration for the purpose of maintaining an aeromedical examiner designation are eligible for Category 1-A.

**D. Federal Programs**

AOA Category 1-A credit will be awarded for formal CME programs to participants who are on active duty or employed by a uniformed service. Category 1-B will be awarded to all other federal CME activities.

**E. Grand Rounds**

Grand rounds will be considered for AOA Category 1-A credit. To obtain this credit, grand rounds programs must be submitted in series of three and must meet the requirements for Category 1-A credit.

- F. Judging Osteopathic Clinical Case Presentations and Research Poster Presentations  
Osteopathic physicians serving as formal judges for osteopathic clinical case presentations and research poster presentations at a formal CME function will be awarded AOA Category 1-A credits. This credit is granted on an hour-for-hour basis. The physician may earn up to a maximum of ten (10) credits per AOA 3-year CME cycle.

## II. Category 1-B Credit

### A. Publications, Inspections, Examinations, and Committee Meetings

Physicians may receive credit for their participation in the following areas:

1. Development and publication of scientific papers and online osteopathic educational programs;
2. Acting in the role of a surveyor or consultant of (A) an osteopathic healthcare facility; (B) college accreditation; graduate medical education program or OPTI site visit.
3. Development of or proctoring a board certification examination.
4. Participation on an osteopathic state licensing professional review board; and for healthcare committee and departmental meetings which review and evaluate patient care whether the committee work is in an osteopathic or allopathic institution.

### B. GME Faculty/Preceptors

Osteopathic physicians serving as preceptors/GME faculty in any AOA approved osteopathic or ACGME-accredited graduate medical education program may be granted Category 1-B credit.

A maximum of 60 AOA Category 1-B credits for faculty/preceptoring may be applied to the 120-hour requirement per CME cycle.

Osteopathic physicians who serve as core clinical faculty for graduate medical education programs, regardless of the institutional residency affiliation, may be granted Category 1-B credit.

To obtain credit for faculty and core faculty, the institution/hospital Program Director or Director of Medical Education (DME) must provide a signed evaluation of the physician's participation to the AOA Department of Client and Member Services verifying the physician's teaching activity.

No credit is available for preceptoring physician assistants or nurse practitioners.

### C. Certification Examination Credit

A maximum of fifteen (15) Category 1-B credits per CME cycle will be awarded to AOA members who pass an AOA recertification examination or obtain a certification of added qualification.

**D.** Committee and Hospital Staff Work

Category 1-B will be granted to osteopathic physicians who educate and participate in patient care in non-administrative hospital department staff activities to include care based committees such as critical care committee, utilization review, pharmacy and therapeutics, patient safety, tumor board, morbidity and mortality or any other patient care oriented committee designed to improve patient care. This credit will be granted regardless of the institution's educational affiliation.

To obtain credit the institution's medical staff office or CME director must document the physician's participation.

**E.** Non-Osteopathic CME Programs

The Council on Continuing Medical Education may recognize non-osteopathic specialty or subspecialty programs 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.

These courses must be provided by an Accreditation Council for Continuing Medical Education (ACCME) accredited provider for *AMA PRA Category 1 Credit™* or the American Academy of Family Physicians (AAFP) credit, or provided by an internationally known sponsor acceptable to the CCME. An eligible program is defined as a course consisting of at least three (3) credits hours. Home study activities/courses do not qualify under this policy.

To request consideration of a non-osteopathic course for Category 1-B credit, the osteopathic physician must write to the AOA Department of Client and Member Services at AOA Headquarters in Chicago and provide the following:

- (1) A completed Non-Osteopathic Program's Requests for Category 1-B credit form (<http://www.osteopathic.org/inside-aoa/development/continuing-medical-education/Documents/request-for-aoa-category-1-B-credit.pdf>) (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.

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 \$25.00 application fee and a \$10.00 processing fee for each program submitted for review.

**F.** Journal Reading

Osteopathic physicians can earn two credit hours of AOA Category 1-B credit for each issue of the *Journal of the American Osteopathic Association (JAOA)* read and passing of the respective CME quiz with a minimum grade of 70%.

Non-members who forward hard copies of completed quizzes to the AOA Department of Client and Member Services will be charged a fee of \$25 per *JAOA* quiz for staff time to grade, record and provide a letter to the DO as documentation of applicable CME. In addition, non-members have the capability of completing the quizzes online by visiting [www.docmeonline.com](http://www.docmeonline.com).

Reading of all other medical journals qualifies for AOA Category 2-B credit and is awarded one-half (0.5) hour of CME credit for each journal read.

**G.** Test Construction, Committee Work

1. Formal

- a. Test construction committee work will be awarded Category 1-B credit for meetings or seminar; of an AOA certifying board; an AOA practice affiliate's postgraduate in-service examination committee, or at a meeting of the National Board of Osteopathic Medical Examiners. CME credit is granted on an hour-for-hour basis.
- b. Ten (10) Category 1-B credits will be awarded for administering the oral practical examinations. These credits may be awarded for specialty continuing medical education (CME) up to the maximum of ten credits per CME cycle.

2. Informal

- a. One (1) Category 1-B credit will be awarded for each accepted test item written, up to a maximum of ten (10) credits per CME cycle, when submitted to an AOA official certifying board, AOA-accredited Category 1 provider, and/or The National Board of Osteopathic Medical Examiners.
- b. Two (2) Category 1-B credits will be awarded, up to a maximum of twenty (20) credits per CME cycle, for accepted clinical cases developed and submitted to the National Board of Osteopathic Medical Examiners and osteopathic board certification examinations.
- c. One-half (0.5) Category 1-B credit will be awarded for each Job Task Analysis (JTA) an osteopathic physician participates in, up to a maximum of five (5) credits per CME cycle. These credits may also be awarded for specialty continuing medical education (CME), up to the maximum of five credits per CME cycle.

Job Task Analyses (JTA's) are essential self-assessment examinations conducted every 5-7 years as the basis for all board certification examinations. JTA's require physicians to review a significant number of tasks that are done on a regular basis in their specialty. These tasks are ranked on how often they are done (frequency) and how essential the task is to patient care (importance).

JTA's are used to develop the content outline (blueprint) for the certification examination by defining practice focus areas for testing an osteopathic physician's knowledge and expertise.

Credit will not be awarded for meetings that are primarily administrative in nature.

### III. Category 2-A Credit

- A. Category 2-A includes formal educational programs that are sponsored by an ACCME accredited provider for *AMA PRA Category 1 Credit™*; approved by the American Academy of Family Physicians (AAFP); approved by an internationally known sponsor acceptable to the CCME, or an AOA-accredited Category 1 CME Sponsor that does not meet the faculty/hours requirement for Category 1-A credit.

### Category 2-B Credits

Category 2-B credit also shall be awarded for the following:

- A. The preparation and presentation of scientific exhibits at a county, regional, state, or national professional meeting. These presentations and/or preparations are limited to ten (10) credits per scientific exhibit.
- B. Home study courses; viewing non-osteopathic medical video, audio or online CME courses.
- C. Journal type CME on the Internet.
- D. Faculty development; physician administrative training; quality assessment programs; observations at medical centers; and CME courses in medical economics.
- E. Participation in recertification examinations or examinations for certificate(s) of added qualification sponsored by the American Board of Medical Specialties (ABMS). Credit for this activity is limited to fifteen (15) credit hours per CME cycle.
- F. Five (5) credit hours may be granted for each medical textbook(s) read. To obtain CME credit documentation such as correspondence may be provided to the AOA Department of Client and Member Services providing the name of the medical text book(s) read.
- G. One-half (0.5) hour of CME credit may be granted for each medical journal read.

### IV. CME on the Internet

Osteopathic physicians may earn up to fifteen (15) credits of their Category 1-A requirement from real time interactive Internet CME, e.g., live programs per CME cycle. This is an increase from the previous 2013-2015 CME cycle which allowed nine (9) hours of the required thirty (30) Category 1-A credits to be obtained from interactive Internet CME programs.

- A. Interactive CME  
Category 1-A credit will be awarded for interactive, e.g., live online CME Conferences or case presentations, which includes both an online pre- and post-test and allows the participant to ask questions of the presenter in either real-time or the presenter must respond to submitted questions within (48) hours of the presentation.

The CME event must meet AOA quality guidelines as defined in the *AOA Accreditation Requirements for AOA Category 1 CME Sponsors*, Page 9-11, including the faculty/hours, and sponsorship requirements.

Category 2-A credit will be awarded to real-time, interactive, e.g., live, online CME conferences not meeting the faculty hour requirements that are produced by CME providers accredited by ACCME for *AMA PRA Category 1 Credit™* or approved by the AAFP.

To receive credit for interactive Internet CME, osteopathic physicians must participate and successfully complete a post-test provided by the CME Sponsor. A pass rate of 70% will qualify the physician for credit. Should the physician complete the post-test unsuccessfully, he or she may retake the test up to three times to achieve this score. Upon successful completion of the post-test, the AOA-accredited Category 1 CME Sponsor will report the appropriate CME credit to the AOA's Department of Client and Member Services for inclusion in the physician's CME Activity Report.

**B. Non-Interactive CME**

Category 1-B credit will be awarded to audio and video programs on the Internet sponsored by AOA-accredited Category 1 CME sponsors that meet the AOA quality guidelines as defined in the *AOA Accreditation Requirements for AOA Category 1 CME Sponsors*, Pages-11, that meet the faculty/hours requirement. These courses are typically programs that are available on an on demand schedule and are not a real-time, interactive simultaneous conference.

To receive 1-B credit for interactive Internet CME, osteopathic physicians must participate and successfully complete a post-test provided by the CME Sponsor. A pass rate of 70% will qualify the physician for credit. Should the physician complete the post-test unsuccessfully, he or she may retake the test up to three times to achieve this score. Upon successful completion of the post-test, the AOA-accredited Category 1 CME Sponsor will report the appropriate CME credit to the AOA's Department of Client and Member Services for inclusion in the physician's CME Activity Report.

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.

The AOA Council on CME reserves the right to evaluate each interactive CME Internet program and activity and to deny CME credit at its discretion.

**V. CME Credit for Standardized Life Support Courses**

The following standardized life support courses including provider, refresher and instructor levels will be awarded AOA Category 1-A CME credit up to a maximum of eight (8) credits per CME cycle. The remainder of the credits for the standardized courses will be awarded Category 1-B CME credit up to the limits as indicated in the table below. Online standardized courses will be awarded CME credit for the practical part only.

<b>Course Name</b>	<b>Provider Course</b>	<b>Refresher Course</b>	<b>Instructor Course</b>
Advanced Trauma Life Support	17	8	11
Advanced Cardiac Life Support	12	6	8
Basic Life Support (health care provider)	4	2	8
Pediatric Advanced Life Support (AHA)	14	8	9
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 (AFCCS)	13	8	13
Pediatric Fundamentals of Critical Care Life Support (PFCCS)	13	8	13
Advanced HAZMAT Life Support (AHLS)	24	24	31
Advanced Burn Life Support (ABLS)	7	7	4.5
Basic Disaster Life Support (BDLS)	7.5	7.5	7.5
Advanced Disaster Life Support (ADLS)	15.5	15.5	4

**VI. Non-Qualified Activities**

**A. Volunteer Work**

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

**B. Post Graduate Studies**

Studies undertaken in the quest for advanced degrees, whether Master of Science, Master of Public Health, Master of Business Administration, or Doctorate studies of any kind, do not qualify for CME credit.

**C. Medical Facility Tours**

Such tours do not qualify for CME credit.

**VII. CME Requirements for Certified Physicians**

**A. AOA Board Certified Physicians**

1. Physicians who are board certified are required to earn a minimum of fifty (50) CME credits within their specialty in each three-year CME cycle. These credits may be earned in Category 1 or Category 2 according to the requirements established by the AOA Bureau of Osteopathic Specialists (BOS). (Please see Certifying Board for clarification.)

2. Certifications of Added Qualification Subspecialty. For osteopathic physicians holding certification(s) of added qualification (CAQs), a minimum of 25% of the credits (13 credits) must be earned at the level of the CAQ. At least 30% of the specialty CME credits (15 credits) must be earned in the primary certification.
3. CME sponsored by osteopathic specialty affiliates in the individual's declared specialty, will be applied to this requirement on an unlimited hour-by-hour basis.

**B. ABMS Board Certified Physicians**

1. Physicians who are both AOA and ABMS board certified are required to earn the same specialty CME credit hours as DOs who are AOA board certified only in order to meet AOA specialty requirements.
2. Physicians who are solely certified in an ABMS specialty are required to obtain a minimum of ten (10) Category 1-A credits in AOA sponsored CME programs during each three year CME cycle in order to meet AOA specialty requirements.
3. Physicians who are solely certified through the ABMS must meet the 120 hour AOA membership requirement.

Please contact the certifying board for information regarding the use of preceptoring or other credits towards this requirement. Osteopathic Physicians may refer to [www.osteopathic.org](http://www.osteopathic.org) for additional information regarding the "AOA Specialty Continuing Education (CME) Policy" regarding specialty CME program requirements.

Note: Under current AOA policy, failure to meet the AOA specialty CME requirement is interpreted as a failure to meet the individual physician's CME requirement. This could result in the loss of AOA membership and in turn result in the possible loss of certification.

**VIII. Exemptions/Reductions**

**A. General**

AOA members exempted from the CME program requirements include: (1) retired physicians no longer holding an active license to practice medicine; (2) physician residing outside the geographic boundaries of the United States and Canada; (3) students; interns; residents and academic fellows participating in AOA recognized or ACGME accredited postgraduate programs; (4) physicians serving in the military and assigned to positions other than in his or her specialty or those physicians on active duty who are involved in significant military operations; and (5) physicians who have received disabled status.

AOA Life Members in active practice are not exempted from the CME requirement.

**B. Osteopathic Physicians in the Military: Reductions/Waivers**

The Council on CME is aware of the difficulty osteopathic physicians in the military, Veterans Administration, and U.S. Public Health Service may have in acquiring osteopathic continuing medical education. The Uniformed Services encourages osteopathic physicians to fulfill his or her obligation to CME and the AOA believes it is essential that an osteopathic physician obtain a portion of this education in osteopathic

sponsored programs. Therefore, AOA required physicians on active duty to obtain a minimum of five (5) CME credits per year, or fifteen (15) of the thirty (30) required Category 1-A hours per three-year cycle, be received in osteopathic venues. This reduction is available only to those physicians on active duty who have accumulated a total of one hundred and twenty credits (120) hours of CME and who request said reduction from the Council on CME. The total CME requirement will be proportionally adjusted for time spent out of the United States.

Osteopathic physicians serving in the uniformed services, who are engaged in active military operations, may be granted a waiver of his or her AOA CME requirement for membership if that physician is CME deficient at the end of the current CME cycle.

Any osteopathic physician, other than career military personnel, who is called to active duty, emergency need duty, military operation, or placed on stand-by, and is CME deficient at the end of a CME cycle, may request to have his or her CME requirement waived or reduced.

**C. Extenuating Circumstances**

In the event that a physician is prevented from obtaining sufficient credit, e.g., serious illness, financial, or family problems, he/she is urged to report this to the AOA Council on Continuing Medical Education and the AOA, as they 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. For additional information on extenuating circumstances, please contact the AOA Department of Client and Member Services at (800) 621-1773, Option 1.

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

**IX. Failure to meet the AOA CME Requirement – End of CME Cycle**

Beginning with the CME cycle which ended December 31, 2015, AOA members will have five (5) months following the close of a cycle to fulfill his/her CME requirements. If there are any questions about this policy, contact the AOA Department of Client and Member Services at [crc@osteopathic.org](mailto:crc@osteopathic.org).

Note: Under current AOA policy, failure to meet the AOA specialty CME requirement is interpreted as a failure to meet the individual physician's CME requirement. This could result in the loss of AOA membership and in turn result in the possible loss of certification.

**X. Reporting CME Activities**

To report ACCME accredited provider for *AMA PRA Category 1 Credit*<sup>™</sup> or AAFP CME programs, a certificate of attendance must be provided to the AOA Department of Client and Member Services at [crc@osteopathic.org](mailto:crc@osteopathic.org) indicating the total number of hours attended. Reporting of osteopathic CME credit is the responsibility of the approved AOA sponsor.

## **XI. 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 at 800-621-1773, Option, 1. In addition, a list of the "Frequently Asked Questions (FAQs)" is available online at [www.osteopathic.org](http://www.osteopathic.org).

The following CME Reporting forms are available at [www.osteopathic.org](http://www.osteopathic.org).

1. Healthcare Facility Education Activities
2. Non-Osteopathic Programs – Category 1-B
3. Exemption/Reduction Form
4. 1-A AMA Specialty/Subspecialty

"AOA Coming Events," a listing of upcoming CME programs, are available in the Continuing Medical Education section at [www.osteopathic.org](http://www.osteopathic.org).

Members may view their CME Activity Report (CAR) at any time by visiting [www.osteopathic.org](http://www.osteopathic.org). Additionally, CME online courses are available at this site.

The Council on Continuing Medical Education of the American Osteopathic Association (CCME) maintains the right to update this guide as needed. The Council 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.