



**ABPLM**

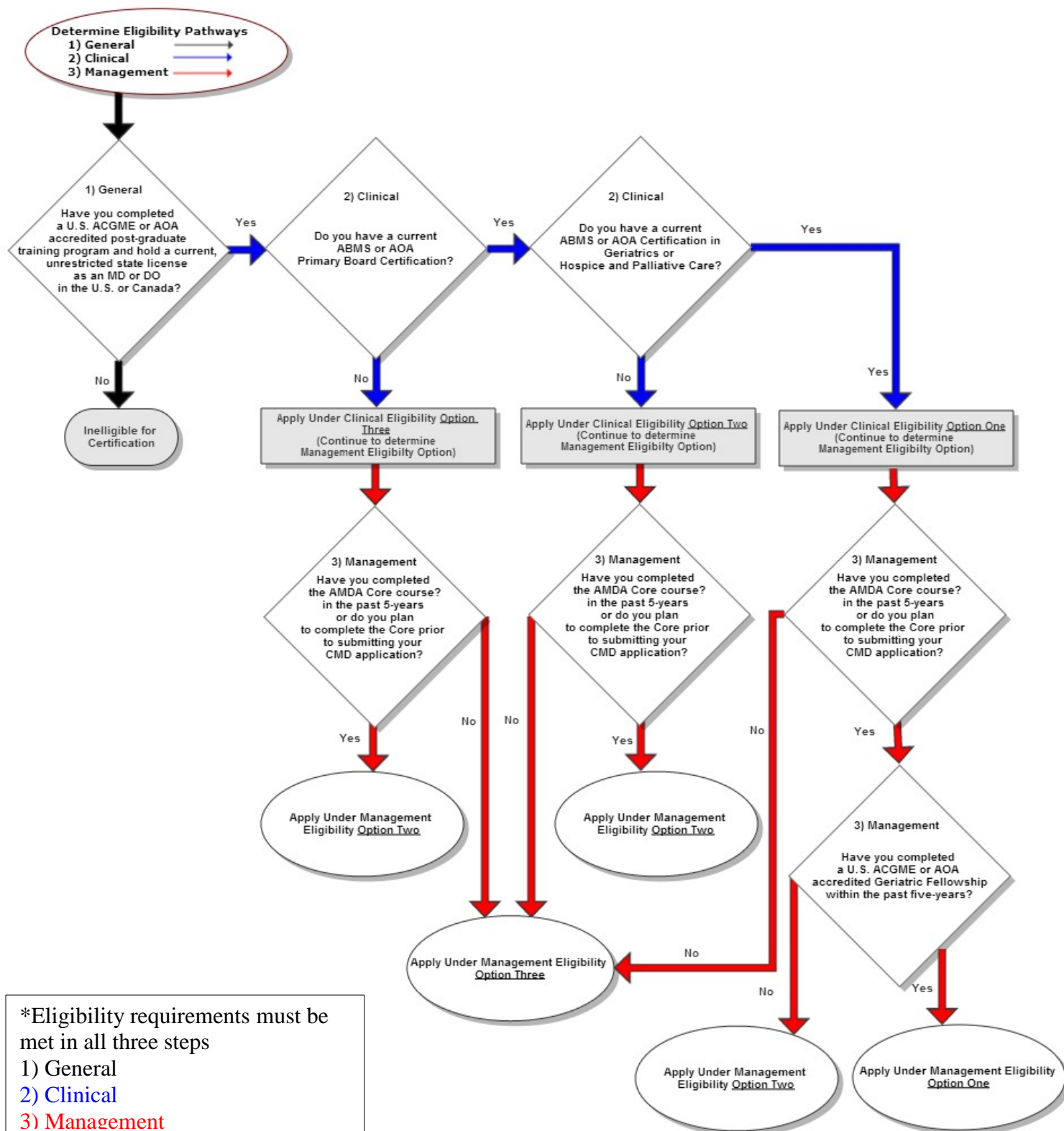
American Board of Post-Acute and Long-Term Care Medicine, Inc.

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Introduction to Eligibility Requirements for  
Initial Certification and  
Recertification as a  
Certified Medical Director (CMD)



## Certified Medical Director Initial Certification Eligibility Pathways\*





# ABPLM

American Board of Post-Acute and Long-Term Care Medicine, Inc.

## Certified Medical Director (CMD) Initial Certification Application

### Step One General Eligibility

- Completion of a U.S. ACGME or AOA accredited post-graduate training program, or a Canadian Royal College of Physicians and Surgeons or College of Family Physicians accredited post-graduate training program; **OR** completion of relevant U.S. post-graduate training and successful attainment of U.S. state licensure to practice medicine<sup>1,2</sup>
- Current, unrestricted, state license as an MD or DO in the U.S. or an equivalent license to practice medicine in Canada
- Spend a minimum of 8 hours each month in service as a medical director in a post-acute and long-term care setting
- Completion of “AMDA’s Core Curriculum on Medical Direction in Long Term Care” (or its equivalent<sup>3</sup>) within five (5) years of application
- Demonstrated current professional integrity, competence, training, and experience and moral character.

### Select One Option each from Step Two and Step Three

### Select the Options that best Match your Experience and Education for each Step<sup>4</sup>

### Step Two Clinical Education and Experience

#### Option 1

- Two (2) years of clinical practice in post-acute and long-term care **AND**
- Current ABMS or AOA Certification in a Primary Specialty **WITH EITHER**
  - ♦ Completion of an ACGME or AOA accredited fellowship in geriatrics or other relevant clinical program completed within the preceding five (5) years of application (e.g. pediatric, psychiatric, MR/DD)

#### OR

- ♦ ABMS Certificate of Added Qualifications in Geriatric Medicine or other equivalent certification (e.g., hospice, home care)

#### Option 2

- Three (3) years of clinical practice in post-acute and long-term care **AND**
- Current ABMS or AOA Certification in a Primary Specialty **AND**
- Sixty (60) hours of *AMA PRA Category 1 Credits<sup>TM</sup>*, AAFP-approved, or AOA-approved credits in Clinical Medicine relating to post-acute and long-term care in the preceding three (3) years. A minimum of 12 of these credits must come from live course-work. Up to 48 of these credits can come from self study activities.

#### Option 3

- Four (4) years of clinical practice in post-acute and long-term care **AND**
- Seventy-five (75) hours of *AMA PRA Category 1 Credits<sup>TM</sup>*, AAFP-approved, or AOA-approved credits in Clinical Medicine relating to post-acute and long-term care in the preceding three (3) years of application A minimum of 15 of these credits must come from live course-work. Up to 60 of these credits can come from self study activities

### Step Three Medical Management Education and Experience<sup>5</sup>

#### Option 1

- Two (2) years post-fellowship, within a five-year period preceding CMD application submission, in the role of medical director or associate medical director in a post-acute and long-term care facility/setting **AND**
- Completion of a fellowship in geriatric medicine within the past five (5) years

#### Option 2

- Three (3) years, within a five-year period preceding CMD application submission, in the role of medical director or associate medical director in a post-acute and long-term care facility/setting **AND**
- 14 hours of approved CMD Management courses within five (5) years of application.

#### Option 3

- Four (4) years, within a five-year period preceding CMD application submission, in the role of medical director or associate medical director in a post-acute and long-term care facility/setting **AND**
- Completion of an Individualized Education Program (IEP) in post-acute and long-term care Medical Management equivalent to the Core Curriculum for a minimum of seventy-five (75) contact hours within five (5) years of application. A written plan for the IEP must be submitted and approved by the ABPLM Board of Directors prior to completion of the program and submission of the application (all IEP coursework must be reviewed and approved by the ABPLM Board of Directors)

<sup>1</sup>If you have not completed an accredited post-graduate training program, please submit a letter describing your post-graduate training in the U.S. for the Certification Board to consider.

<sup>2</sup>A candidate may submit a letter requesting a waiver of a requirement to explain his/her special circumstances for Certification Board consideration.

<sup>3</sup> The Core is an intensive 7-day course with comprehensive content specific to Medical Direction in the Long Term Care setting. In lieu of completing the Core and prior to submission of the certification application, certification candidates may submit an Individualized Education Plan (IEP), under Step Three, Option 3, to the ABPLM Board of Directors for review. After the Board determines if the proposed coursework constitutes an “equivalency”, the candidate will be advised of the Board’s decision. Historically, true equivalent coursework has been difficult to find. The ABPLM Board of Directors does not want to discourage experienced Medical Directors from exploring their own education histories to determine if they have completed equivalent studies and includes the language about equivalent coursework out of fairness.

<sup>4</sup>In addition to meeting eligibility under Step One, applicants must complete education and practice requirements under one option for Step Two **AND** one option for Step Three. Options for Step Two and Step Three are independent of each other. Select the option that best describes your education and experience under each Step.

<sup>5</sup>Applicants who do not hold an ABMS or AOA Certification in a Primary Specialty must apply under Option 3 for Step Two.

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### **Application Process**

- 1) Complete and sign the application form.
- 2) After meeting eligibility requirements; submit the application form with required documentation and the application review fee by April 1 or October 1.
- 3) Staff will review the application and send a letter of notification that:
  - (a) your application is complete for review at the next scheduled Board meeting, OR
  - (b) your application requires additional documentation/information with a due date that will take the date of the next scheduled Board meeting into consideration.
- 4) Application review meetings are held in June and December of each year. The Board will review the individual’s professional qualifications and the information supporting the qualifications and criteria. The Board, at its discretion, may require completion of additional educational activity prior to awarding initial or recertification status.
- 5) Candidates will receive notification of their status by e-mail within four weeks of the Board meeting.
- 6) If you wish to have immediate notification of receipt of your application, send the Forms by Federal Express, UPS, or other courier that provides confirmation.

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### **Initial Certification Application Fees**

\$475 AMDA member    \$575 Non-member

**If you need assistance completing your certification application, or if you are not sure if you currently meet eligibility requirements, please e-mail or call our Director for a consultation at [cmd@amda.com](mailto:cmd@amda.com), 410-740-9743.**



# ABPLM

American Board of Post-Acute and Long-Term Care Medicine, Inc.

## Certified Medical Director (CMD) Recertification Application

### Step 1: General Recertification Eligibility

- Current certification as a CMD (You may apply for recertification if you are not currently serving as a medical director at the time of your recertification) **AND**
- Current, unrestricted, state medical license in the jurisdiction in which you practice **AND**
- Demonstrated current professional integrity, competence, training, and experience and moral character.

## Select Your Option for Step Two

### Step 2: Clinical Education Eligibility

#### Option 1

- Sixty (60) hours from the six (6) years of your current certification period of *AMA PRA Category 1 Credits™*, AAFP-approved, or AOA-approved CME credits in Clinical Medicine. Credits must relate to the population(s) in the post-acute and long-term care setting(s) in which you practice.
- A minimum of 12 of the total 60 Clinical CME credit hours must come from live activities.
- Up to 48 Clinical CME credit hours may be from self study.

#### Option 2

- This option provides the opportunity to include equivalent hours for teaching, publishing, and presentation at courses and meetings as well as for course attendance. Seventy-five (75) Clinical education hours related to the population(s) in your post-acute and long-term care setting(s).
  - ◆ Up to 10 hours can be claimed for teaching
  - ◆ Up to 10 hours can be claimed for Publishing
  - ◆ Up to 10 hours can be claimed for presenting at courses and meetings.
  - ◆ A minimum of 15 hours of the total 75 Clinical Education credits must come from live CME activities.

### Step 3: Management Education Eligibility

- Sixty (60) Management credit hours relevant to your post-acute and long-term care site of service or academic administrative position from CME or other relevant hours from MBA, MPH or APE coursework (non-CME coursework will be reviewed by the ABPLM Board to determine eligibility of coursework and the number of hours awarded).
  - ◆ A minimum of 30 of the total 60 Management credit hours must come from ABPLM pre-approved Management credits.
  - ◆ A minimum of 20 of the total 30 ABPLM pre-approved credits must come from live activities.<sup>1</sup>
  - ◆ Up to 40 Management credit hours may come from ABPLM pre-approved self-study activities.
  - ◆ A maximum of 30 Management credit hours may be from non-ABPLM pre-approved self study activities.<sup>2</sup>

<sup>1</sup> Effective August 25, 2012 this eligibility requirement replaces the live attendance at an AMDA Post-Acute and Long-Term Care Medicine conference.

<sup>2</sup> Effective March 23, 2013.