

INFORMATION ABOUT

MAINTENANCE OF CERTIFICATION
IN FACIAL PLASTIC AND RECONSTRUCTIVE SURGERY®

American Board of Facial Plastic and Reconstructive Surgery, Inc.®



July 2022–June 2023

ABFPRS
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About This Booklet

The booklet provides information for applicants for Maintenance of Certification in Facial Plastic Surgery® by the American Board of Facial Plastic and Reconstructive Surgery, Inc.®

It is published annually to advise applicants of policies and procedures governing the Maintenance of Certification in Facial Plastic and Reconstructive Surgery® program. The Board reserves the right to modify its policies and procedures without issuing a new booklet of information.

Each edition of this booklet supersedes all previously published editions. Applicants are advised to ensure that they have the most recently published booklet. Adherence to procedures will ensure the timely review of each applicant's credentials throughout the Maintenance of Certification in Facial Plastic and Reconstructive Surgery® process.

Application materials. The Application for Maintenance of Certification in Facial Plastic and Reconstructive Surgery® is available online only at www.abfprs.org.

Study of these materials should supply necessary information concerning the Maintenance of Certification in Facial Plastic Surgery® program, submission of application materials, **FACEforward**®, and other procedures for recertification. If additional information is needed, inquiries may be addressed to the Board Secretary through the ABFPRS office, 115C South Saint Asaph Street, Alexandria, VA 22314, calling (703) 549-3223, or emailing lnovitsky@abfprs.org or wirth@abfprs.org.

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and Reconstructive Surgery, Inc.®

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Sponsoring Organizations

American Academy of Facial Plastic and Reconstructive Surgery
American Academy of Otolaryngology-Head and Neck Surgery
American Rhinologic Society
Arkansas Academy of Otolaryngology-Head and Neck Surgery
California Society of Facial Plastic Surgery
Canadian Academy of Facial Plastic and Reconstructive Surgery
Canadian Society of Otolaryngology-Head and Neck Surgery
Facial Plastic Surgery Society of St. Louis
Florida Society of Facial Plastic and Reconstructive Surgery
Florida Society of Otolaryngology-Head and Neck Surgery
Georgia Society of Otolaryngology-Head and Neck Surgery
Greater Atlanta Otolaryngology-Head and Neck Surgery Society
Illinois Society of Ophthalmology and Otolaryngology
Indiana Otolaryngology Society
Marion County (Ind.) Society of Otolaryngology-Head and Neck Surgery
Michigan Oto-Laryngological Society
Minnesota Academy of Otolaryngology-Head and Neck Surgery
Missouri Society of Otolaryngology-Head and Neck Surgery
New Jersey Society of Otolaryngology-Head and Neck Surgery
New York Facial Plastic Surgery Society
New York State Society of Otolaryngology
North Carolina Ear, Nose and Throat Society
Northwest Academy of Otolaryngology
Pennsylvania Academy of Otolaryngology-Head and Neck Surgery
Texas Society of Facial Plastic Surgery
Texas Association of Otolaryngology-Head and Neck Surgery

Purposes of the Maintenance of Certification in Facial Plastic and Reconstructive Surgery® Program

Beginning in 2001, the certificates issued by the American Board of Facial Plastic and Reconstructive Surgery (ABFPRS) are valid for 10 years. The ABFPRS's program for Maintenance of Certification in Facial Plastic Surgery® (MOC in FPS®), which includes the annual longitudinal assessment program **FACEforward®**, offers diplomates, whose certificates are time-limited, a way to renew their certification. The program encourages surgeons to engage in, and measure up to, a comprehensive set of standards designed to help them maintain high professional standing, participate regularly in continuing medical education, remain current in critical knowledge areas, and perform well in their surgical practices. The program validates applicants' efforts to meet these standards through a rigorous process of peer review and longitudinal assessment.

As with the primary certificate issued by the ABFPRS, certificates issued through the Maintenance of Certification in Facial Plastic and Reconstructive Surgery® program are neither degrees nor legal licenses to practice medicine or the specialty of facial plastic and reconstructive surgery. Their possession indicates neither total qualification for practice privileges nor exclusion of others not so certified.

The ABFPRS does not endorse out of field surgery by surgeons who have not completed certification requirements in the specialty relevant to the services performed. The organization conferring said board certification should meet the criteria of well-recognized and authoritative organizations such as those sponsored by the American Board of Medical Specialties, or their equivalent.

Who May Participate

All ABFPRS diplomates are encouraged to participate in the Maintenance of Certification in Facial Plastic and Reconstructive Surgery® program; however, diplomates who were certified prior to January 1, 2001, are not required to participate as their certificates have lifetime validity.

MOC in FPS® participation is mandatory for diplomates who were certified in 2001 or later. Their certificates are valid for 10 years. Thus, a diplomate certified on June 26, 2022, or September 10, 2022, must complete Maintenance of Certification in Facial Plastic Surgery® requirements by December 31, 2032. Surgeons holding time-limited certification are eligible to submit an MOC in FPS® application three years prior to their certification end date. If a surgeon applies early, their certification would be valid for 10 years from the expiration date of his/her original time-limited certificate.

The Maintenance of Certification in Facial Plastic Surgery® program is the same for diplomates who hold lifelong certificates and enter it voluntarily and those who are required to do so to maintain their certification.

Who May Participate

ADMINISTRATIVE Designation

Diplomates who no longer see patients but have moved into medically related corporate or academic settings may apply for the ADMINISTRATIVE designation. Such candidates are not required to provide documentation of practice performance or hospital privileges. All other components of the MOC in FPRS® program must be completed.

Upon completion of MOC in FPRS® as an ADMINISTRATIVE candidate, the ABFPRS diplomate will be identified as such in all ways the diplomate is identified to the public on the ABFPRS website and databank.

NON-SURGICAL Designation

Diplomates whose practices now consist exclusively of non-surgical procedures such as injectables and energy-based treatments may apply for the NON-SURGICAL designation. Such candidates are not required to provide documentation of hospital privileges or hospital transfer agreements. All other components of the MOC in FPS® program must be completed.

Upon completion of MOC in FPS® as a NON-SURGICAL candidate, the ABFPRS diplomate will be identified as such in all ways the diplomate is identified to the public on the ABFPRS website and databank.

FACEforward®

FACEforward® is an annual requirement for time-limited diplomates. It is an online longitudinal assessment program of 5 protocols that can be completed over a 7-month period, beginning March 31 and ending October 31 of the given year.

Candidates may choose among three **FACEforward®** modules:

- COSMETIC: 100% cosmetic surgery
- RECONSTRUCTIVE: 100% reconstructive surgery or
- COMBINATION: 50% cosmetic and 50% reconstructive

FACEforward® must be completed every year and time-limited diplomates must achieve a cumulative 65% passing score over a ten-year period.

Online problems with **FACEforward®** materials will be dealt with as they occur.

What Happens If **FACEforward**® is not completed

1. ABFPRS time-limited diplomates who do not complete one year of **FACEforward**® will have to complete and pass both the COSMETIC and RECONSTRUCTIVE **FACEforward**® modules the following year.
2. ABFPRS time-limited diplomates who do not complete two consecutive years of **FACEforward**® will have to complete and pass both the COSMETIC and RECONSTRUCTIVE **FACEforward**® modules for the next two years.
3. ABFPRS time-limited diplomates who do not complete three consecutive years of **FACEforward**® will have to take the ABFPRS primary examination to maintain their certification. This will entail paying the additional ABFPRS primary examination fee. It will be up to the ABFPRS Executive Committee to determine if a primary application will also need to be included as part of these remediation efforts.

The ABFPRS Executive Committee may also suggest that time-limited diplomates who haven't successfully completed **FACEforward**® must also obtain additional CME credits.

After three years, ABFPRS time-limited diplomates who do not complete **FACEforward**® and haven't complied with the remediation methods mentioned above will have their ABFPRS certification listed as not meeting certification requirements.

What Happens If MOC in FPRS® Application is not completed

For time-limited diplomates who do not submit an MOC in FPRS® Practice Performance application within the 10-year time-frame, the ABFPRS has a provision for a "grace period." While this is an uncertified period, it allows diplomates who have passed their 10-year deadline without submitting MOC in FPRS® application requirements, the possibility of regaining their certificate without going back to their initial certification examination. If a diplomate passes December 31st of the last year of his/her cycle with incomplete MOC in FPRS® Practice Performance requirements, the lapsed diplomate is offered an uncertified grace period for one year. If the lapsed diplomate accepts the "grace period," the diplomate must sign a form that shows their understanding that they must complete **FACEforward**® within the program's time frame during the year, and annually thereafter. The diplomate must also complete all other MOC in FPRS® requirements and submit an MOC in FPRS® application with operative experience by January 15 with a \$1,000 late fee/penalty. Once all requirements are met, the diplomate is reinstated and begins a new 10-year cycle based on the original certification date.

If the lapsed ABFPRS diplomate hasn't completed MOC in FPS® requirements during the twelve-month “grace period”, he/she must retake the initial certifying examination and submit all other initial certification requirements to regain their ABFPRS certification.

Duration of New Certificate’s Validity

For lifetime diplomates, Maintenance of Certification in Facial Plastic and Reconstructive Surgery® certificates will be good for a 10-year period, from the date the program is completed until December 31 in the 10th year to follow. Their primary certification, however, does not expire. Surgeons holding time-limited certification are eligible to submit the Maintenance of Certification in Facial Plastic and Reconstructive Surgery® application three years prior to their certification end date. Upon successful completion of the Maintenance of Certification in Facial Plastic and Reconstructive Surgery® program, the surgeon’s certification would be valid for 10 years from the expiration date of his/her original time-limited certificate, not necessarily from the date of application.

Maintenance of Certification in Facial Plastic and Reconstructive Surgery® certificates may be revoked for cause.

Program Standards and Components

The Maintenance of Certification in Facial Plastic and Reconstructive Surgery® program embraces four principles: professional standing, evidence of lifelong learning, demonstration of cognitive expertise, and practice performance. To achieve recertification, diplomates must meet standards in each of these areas, as follows:

1. Professional Standing

Professional standing will be assessed in a number of ways, including:

- Prior, earned ABFPRS certificate.
- Possession of a current, earned certificate from either the American Board of Otolaryngology-Head and Neck Surgery, the American Board of Plastic Surgery, or from the Royal College of Physicians and Surgeons in Canada (in otolaryngology/head-and-neck-surgery or plastic surgery).
- Possession of an unrestricted license to practice medicine in a state, commonwealth, territory, or possession of the US or a province of Canada.
- Acceptable responses every five years to a questionnaire regarding past or pending adverse actions by state medical boards, hospital privileging committees, employers, medical societies, courts of law, disciplinary boards, etc. (*This will begin in 2024*)

- Satisfactory status with the Federation of State Medical Boards and the National Practitioners Data Bank.
- Documentation of hospital privileges (not required for ADMINISTRATIVE or NON-SURGICAL designations) to practice facial plastic surgery in an accredited institution(s) or satisfactory explanation that lack of privileges is not related to adverse action by accredited institutions; or, if the surgeon operates in an office setting and uses Level II anesthesia or above, documentation of the facility's accreditation by The Joint Commission (formerly JCAHO), AAAHC, or another third-party entity qualified to issue such accreditation.
- If the surgeon has a history of chemical dependency, documentation of successful completion of a treatment program, attestation to being drug/alcohol free, and submission of a state medical board statement that he/she is physically and mentally able to satisfactorily discharge the responsibilities of practice.
- Attestation to compliance with the ABFPRS Code of Ethics.

2. Continuing Medical Education

Candidates for recertification must complete 50 hours of continuing medical education during the two years preceding recertification. All CME must be ACCME-approved Category 1 of the AMA's Physician Recognition Award, and 80% of the hours must be relevant to the specialty.

It is each diplomate's responsibility to maintain his or her CME records.

3. Cognitive Expertise

All time-limited ABFPRS diplomates must complete the ABFPRS Longitudinal Assessment program, **FACEforward**®, on an annual basis. **FACEforward**® offers a series of five longitudinal assessment protocols, each containing ten or more questions, that can be completed over a 7 month period, beginning March 31st and ending on October 31st.

4. Practice Performance (not required for ADMINISTRATIVE designation)

To ensure high practice performance standards, candidates:

(1) must submit a Sequential Operative Log (SOL) that lists all acceptable procedures performed during the year preceding submission of an application for the Maintenance of Certification in Facial Plastic and Reconstructive Surgery® program. The Sequential Operative Log must contain a minimum of 50 procedures which are eligible for credit toward recertification, as listed on the ABFPRS Acceptable Procedures Chart.

Operative reports for the last 35 sequential cases on the Sequential Operative Log must be submitted with the application.

(2) may submit such other evidence of successful practice performance as the candidate believes demonstrates the caliber of his/her practice, including but not limited to patient satisfaction surveys, risk management and quality assurance programs performed in the candidate's office, and outcomes research documentation.

Practice Performance required for NON-SURGICAL designation

To ensure high practice performance standards, candidates:

(1) must submit a Sequential Procedure Log (SPL) that lists all acceptable procedures from the first three months of the preceding year, plus acceptable procedures from one week per month out of the remaining nine months in the reporting period. Operative reports for any 35 patients listed on the SPL must be submitted with the application and must include a description of the initial visit and plan, and a detailed record of the procedures performed and follow-up.

(2) may submit such other evidence of successful practice performance as the candidate believes demonstrates the caliber of his/her practice, including but not limited to patient satisfaction surveys, risk management and quality assurance programs performed in the candidate's office, and outcomes research documentation.

Process for Maintaining Certification

To maintain certification with the American Board of Facial Plastic and Reconstructive Surgery Inc.[®], time-limited diplomates must complete a three-step process.

Step One: Complete FACEforward[®] every year

FACEforward[®] online longitudinal assessments must be completed between March 31 and October 31 each year.

Step Two: Complete a Credentials Questionnaire Every Five Years

Beginning in 2024, an online questionnaire will be required every five years before entering the FACEforward[®] modules for that year.

Step Three: Complete an Acceptable Application

Documentation of professional standing, CMEs, and practice performance will be required with the following caveats:

- ADMINISTRATIVE designation: practice performance not required
- NON-SURGICAL designation: non-surgical practice performance required

For the application to be acceptable, applicants must accumulate a minimum of 750 total points, with a minimum of 250 points earned by meeting all professional standards, another 250 by documenting sufficient CMEs, and a final 250 by submitting 35 case reports that pass peer review. (Case reports not required for ADMINISTRATIVE designation.)

Applications must be postmarked no later than January 15, 2023. Applications that are incomplete or postmarked after January 15 will be assessed late fees and their review could be delayed until the following year, pending submission of all completed application materials.

During February and March, completed applications will be reviewed by the ABFPRS Credentials Committee for compliance with program standards regarding professional standing, CMEs, and practice performance.

Change of Address

It is the responsibility of the applicant to immediately notify the Board office of any change in mailing address. Notification should be sent to ABFPRS, 115C South Saint Asaph Street, Alexandria, VA 22314 or emailed to meharp@abfprs.org.

Maintenance of Certification in Facial Plastic and Reconstructive Surgery® Fees

The annual ABFPRS dues payment of \$350 also covers payment for MOC in FPRS® and is considered as payment for registration, application, and **FACEforward**® fees. Late fees are assessed separately.

If not already separately made, dues payment of \$350 must accompany the application. No application will be processed without payment. Applications postmarked after January 15 will be accepted in the office until February 15, with an additional \$600 late fee. No applications will be accepted for review after February 15.

All fees must be paid in US dollars. Applicants residing outside the United States must submit payment in the form of a credit card. A fee of \$50 will be charged for any check returned by the bank for insufficient funds.

Recertification and Revocation

The Board will offer for purchase a new, time-limited certificate to all candidates who satisfactorily complete all requirements set forth in this booklet.

The Board will not issue a certificate, and may revoke any certificate already issued, if it determines that the person involved:

- Did not possess the required qualifications and requirements for the Maintenance of Certification in Facial Plastic and Reconstructive Surgery® program.
- Misstated or withheld information in his or her application or made any other intentional or unintentional misrepresentation to the Board.
- Has been convicted of a felony or misdemeanor involving moral turpitude, and in the opinion of the Board, having a material relationship to the practice of medicine.
- Had a license to practice medicine revoked or restricted, or shall have been disciplined, censured or fined by any court or other body having proper jurisdiction and authority because of any act or omission arising from the practice of medicine, including but not limited to, entities of the Federation of State Medical Boards, the U.S. Drug Enforcement Administration, and the Centers for Medicare and Medicaid Services.
- Has failed to adhere to the ABFPRS Code of Ethics.

All persons to whom the Board has issued a certificate shall report immediately to the Board if any adverse action enumerated above has been taken against them.

If the Board determines that there is just cause to withhold or revoke a certificate, the person shall be informed in writing of the reasons for the Board's action. Such action by the Board shall be considered final unless the person submits a written request for review of such action within 30 days after the Board's notice has been mailed.

Certificates are the property of the Board and all copies of a person's certificate must be returned to the Board upon revocation.

Reinstatement

The Board may consider restoring Diplomate status to a surgeon whose certificate has been revoked if: (1) he/she demonstrates to the Board's satisfaction that the deficiency that led to revocation has been removed or corrected, and (2) he/she again successfully completes all current requirements for the ABFPRS primary certification program.

Important Dates For ABFPRS MOC in FPRS®

October 31, 2022	Application materials available for the next ABFPRS MOC in FPRS® cycle.
January 15, 2023	Last postmark date for application and \$350 dues payment. Only fully complete applications will be processed.
January 15–February 15, 2023	Applications accepted with \$600 penalty fee.
February 15, 2023	No applications accepted after this date.
March 15, 2023	FACEforward ® modules open on abfprs.org
February–April, 2023	Credentials Committee reviews applications.
October 31, 2023	Last day to complete FACEforward ® modules

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NOTE: All policies, components, and requirements of the ABFPRS MOC in FPRS® Program are subject to change. Each ABFPRS Diplomate is responsible for remaining informed about the current MOC in FPRS® requirements and making sure that the ABFPRS has your most up to date contact information. Diplomates are encouraged to consult the ABFPRS website at: www.abfprs.org for regular updates.