INFORMATION TO APPLICANTS FOR THE CERTIFICATE OF ADDED QUALIFICATION IN MEDICAL TOXICOLOGY

DEFINITION

A Certificate of Added Qualification constitutes a modification of a general certificate or certificate of special qualification to reflect additional training of at least two years in length and satisfactory completion of a certifying examination in that field. The training required for added qualifications must incorporate a specific and identifiable body of knowledge within the broader practice of the general specialty. Certificates read, “Certified in (general field), with Added Qualification in (added field).”

Certification of added qualification requires maintenance of valid general or special qualification’s certification from which the added qualification was modified.

ELIGIBILITY REQUIREMENTS FOR THE CERTIFICATE OF ADDED QUALIFICATION IN MEDICAL TOXICOLOGY

The following eligibility requirements must be met by each candidate seeking examination of the Certificate of Added Qualification in Medical Toxicology (CAQ) offered by the American Osteopathic Board of Emergency Medicine (AOBEM). These are in accordance with those set forth in the Bylaws of the AOBEM as set forth in Article VII; Section 5:

Section 5 - Examination for Certification of Added Qualification in Medical Toxicology

The Board offers examination for a certification of added qualification to diplomats with additional training in the subspecialty of medical toxicology. To be eligible in this subspecialty, the applicant must meet the following requirements:

(a) Have a valid, unchallenged, unrestricted license to practice in the state or territory where his or her practice is conducted prior to and during the examination for a certificate of added qualifications process.

(b) Be a member in good standing with the American Osteopathic Association or Canadian Osteopathic Association.

(c) Be a diplomat of any certifying Board of the American Osteopathic Association.
Have completed a 2 year AOA-approved training program in medical toxicology.

**EXAMINATION AND APPLICATION FEE**

**Section 1 - Obtaining Application**

Applicants desiring examination, for the Certificate of Added Qualification in Medical Toxicology must request an application from the AOBEM office.

**Section 2 - Application Filing Procedure**

The procedure for filing applications will be as follows. The applicant will:

- Fully complete an application and send two (2) copies of the application and supporting documentation to the Board not less than ninety (90) days prior to the administration of the examination.

**Section 3 - Examination Date / Site**

The examination is offered every year. The exact date and location will be determined by the Board.

**Section 4 - Application Deadline**

The deadline for filing applications is **November 1**.

**Section 5 - Application Fee**

The application and examination fee is $600.00. The application fee is $150.00 which is non-refundable.

**EXAMINATION FORMAT**

The written examination for the CAQ in Medical Toxicology will consist of at least 150 questions administered over 3 hours. Each candidate will be graded according to the directions of the examination committee as approved by the Board. Following review by the board, applicants will be notified of the results of the examination within sixty (60) days of completion of the examination. Certificates will be administered according to the policies in Article XII of the Rules and Regulations of AOBEM.
Section 1 - Content of Examination

The content of the written examination is to include Medical Toxicology as it pertains to the following disciplines:

A. Analgesics and Anti-Inflammatory Agents
B. Analytical Toxicology
C. Antidotes
D. Antimicrobials and Antiseptics
E. Autonomic Agents
F. Biostatistics / Epidemiology / Research
G. Carcinogenesis
H. Cardiovascular Agents
I. Chemical Dependency
J. Cleaning Agents
K. CNS Drugs and Muscle Relaxing Agents
L. Environmental Toxicology
M. General Poisoning
N. GI Agents
O. Household Products
P. Hydrocarbons
Q. Industrial Toxicology
R. Natural Products
S. Pesticides
T. Pharmacology
U. Reproductive Toxicology
V. Topical and OTC Agents
W. Vitamins

Section 2 - Re-examinations

Re-examinations for candidates not successfully completing the examination will be scheduled for the next available date as long as the candidate remains eligible. Candidates must notify the AOBEM of their intent to sit for the examination, in writing, not less than ninety (90) days prior to the administration of the examination. The re-examination fee is $300.00

Section 3 - Expiration of CAQ and Recertification

The CAQ expires on December 31 of the 10th year of issuance and re-certification is required for maintenance of the CAQ and valid general or special qualification’s certification for which the added qualification was modified.
POLICY ON REFUNDS

Due to the logistics involved in scheduling, the candidates are highly encouraged to make the examination site and date assigned to him/her. In the event a candidate is unable to make an examination at the site and date assigned, the candidate should notify the Board office immediately and is responsible for this notification in writing.

If the candidate notifies the Board more than two weeks (14 days) prior to the examination date and the assigned space can be reassigned, then 75% of the registration fee may be refunded upon request in writing or 100% of the registration fee may be applied to the next exam cycle. The candidate must complete an exam retake form and submit it prior to the deadline date of the exam.

If the candidate notifies the Board less than two weeks (14 days) prior to the examination date, then 50% of the registration fee may be refunded upon request in writing or 50% of the registration fee may be applied to the next exam cycle. The registration fee must be paid in full and be submitted with a new registration form by the deadline date of the next exam.

If the candidate fails to notify the Board and fails to show for the exam at the assigned date and site, the registration fee is forfeited and the candidate will have to pay the full registration fee prior to the next examination registration dated in order to take the next exam. Refunds must be requested within thirty (30) days after the examination date. If there are fees which can be applied to the next exam, these will automatically be applied to the next exam unless a refund is requested.

If the candidate fails to make the next exam, the money applied to that exam will be forfeited.

EXAMINATION RECOMMENDATION FOR CANDIDATES WITH DISABILITIES

Upon request, the American Osteopathic Board of Emergency Medicine will make reasonable accommodations in its examination procedure for candidates with documented disabilities. Candidates with disabilities may request consideration in examination format to accommodate a documented disability which would impede performance on an examination, but would not affect the quality of their work as an Emergency Physician. All requests must be submitted with documentation by the application deadline.

EXAMINATION IRREGULARITIES

The examination will be administered by the National Board of Osteopathic Medical Examiners. Any irregularities noted during the examination will be reported to the American Osteopathic Board of Emergency Medicine and the Board will take the appropriate action to protect the
integrity of the examination process.

The examinations administered by the National Board of Osteopathic Medical Examiners for the American Osteopathic Board of Emergency Medicine are copyrighted and any use of the examination material without written consent of the American Osteopathic Board of Emergency Medicine is prohibited.

ALL CORRESPONDENCE OR INQUIRES SHOULD BE FORWARDED TO:

A.O.B.E.M.
8765 W Higgins Road
Suite 200
Chicago, Illinois 60631

Telephone - (312) 335-1065

PLEASE NOTE: IT IS THE RESPONSIBILITY OF THE CANDIDATE TO NOTIFY THIS BOARD, IMMEDIATELY, OF ANY ADDRESS CHANGES!