



American Osteopathic Board of Orthopedic Surgery Examination Appeal Policy

The American Osteopathic Board of Orthopedic Surgery (AOBOS) is committed to assuring that aggrieved candidates for certification/recertification have access to an appeal process concerning the administration of any AOBOS examination.

The AOBOS will allow a candidate to appeal an examination if the candidate feels the actions of the AOBOS, with regard to any part of the examination, constitute unequal application of the regulations and requirements or standards; unwarranted discrimination, prejudice or unfairness; or improper conduct of the examination.

The AOBOS will *not* consider appeals based on the content of an examination, the sufficiency or accuracy of answers, scoring of the examination, scoring of answers to individual questions, and/or the determination of the minimum passing score. However, to ensure that the computer generated scoring was accurate, ‘hand re-scoring’ is available for the review of recorded answers. There is a small supplemental fee for the hand re-scoring option.

Appeal Process

- ***Appeal Request Form*** – All requests for the appeal of an AOBOS examination must be submitted on the AOBOS Appeal Request Form, provided to all candidates prior to the administration of an examination; available on the AOBOS website, www.aobos.org (in the Resources, Docs & Links, Forms section of the website); or available via email from the AOBOS office.

All completed Appeal Request Forms must be submitted by the appellant ***within 3 days of the completion of the examination*** to the AOBOS office.

- ***Late Appeals*** –Any appeal submitted after the three day deadline for submission of the Appeal Request Form will be denied for the Part I Written, Part II Oral, OCC or Subspecialty Certification Examinations. Late appeals for the Part III Clinical Examination will be considered on a case-by-case basis, but must be supported by an explanation and documentation as to good cause for the delay of the appeal.
- ***Appeal Evaluation*** – Each appeal submitted within the three day deadline will be evaluated by the AOBOS. Candidates will be advised of the decision of the Board.

Board Decision to Grant the Appeal

- ***Examination Not Scored*** – If the AOBOS accepts the examination appeal, the candidate’s examination will not be scored or recorded.

- ***Right to Retake Examination*** – A candidate whose appeal is accepted by the AOBOS shall have the right to a new examination at the next scheduled examination date at no additional examination fee. (All other fees incurred are the responsibility of the candidate.) If the granted appeal is from a clinical examination, different examiners will be assigned to the candidate and the candidate’s original log may be used for the new clinical examination administration.
- ***Failure to Retake Examination*** – If for any reason the candidate elects **NOT** to retake the examination at the next scheduled date, his/her appeal shall be considered null and void and the candidate will be required to reapply for the certification/recertification/CAQ examination and his/her application shall be considered in accordance with the criteria in effect at the time he/she submits the new application. Exceptions to this stipulation, for good cause only, will be considered on a case-by-case basis by the AOBOS. Requests for consideration of good cause, supported by documentation, should be sent to: AOBOS, 142 East Ontario Street, 4th Floor, Chicago, IL 60611 or aobos@osteopathic.org.
- ***Further Appeals*** – The candidate whose appeal is granted shall **NOT** have the right to further appeal of the current examination results, either within the AOBOS or to the AOA.
For subsequent examination, the candidate whose appeal was granted shall **NOT** have the right to appeal the next scheduled examination to the AOBOS under this policy. However, the candidate shall have the right to request an appeal from the American Osteopathic Association (AOA).

Board Decision to Deny the Appeal

- If an appeal is denied by the AOBOS, the candidate shall have the right to request an appeal from the AOA. Candidates interested in requesting an appeal from the AOA should contact the Bureau of Osteopathic Specialists Appeal Committee, American Osteopathic Association, 142 East Ontario Street, Chicago, IL 60611.



American Osteopathic Board of Orthopedic Surgery Examination Appeal Request Form

I, _____ do formally request an appeal of my
_____ examination, which was administered on
_____.

I have read and understand the terms and conditions for appeal as set forth in the AOBOS
Appeal Policy.

Under penalties of perjury, I attest that the information provided is true and accurate.

Signature: _____ Name: _____
(Print Name)

Date: _____

This appeal is based on upon the following: