



CMBE INSTITUTE

CMBE RE-CERTIFICATION

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REQUIREMENTS FOR RE-CERTIFICATION CMBE

Certification Credential: Certified Medical Board Executive (re-certification)

Duration of Certification: Five (5) years

Number of Continuing Education Points: Fifteen (15) over a five year period

For re-certification, attendance of at least three AIM and FSMB Annual Meetings *and* one CMBE INSTITUTE session

All applicants are required to apply for re-certification on forms provided by AIM. Applications for re-certification should be submitted at least 90 days in advance of expiration of current certification.

Educational <ul style="list-style-type: none"> • FSMB Annual Meeting • Administrators in Medicine Annual Meeting • FSMB Board Member Workshops • AIM New Executive Orientation • FSMB Round Table Conference Call (1 point for 2 calls for a maximum of 4 points per year) • AIM Executive Director Workshop 	3 1 1 2 1 1
Service <ul style="list-style-type: none"> • Committees: FSMB or AIM standing or special committees, Executive Advisory Council, AIM Board of Directors, FSMB representative to a committee and other national committees, i.e., USMLE, NBME, NBOME) • Presenter (FSMB or AIM Annual Meeting) • Presenter (FSMB Board Member Workshops and Board Investigator Workshops; national meetings for other organizations, e.g., CAC, CLEAR, FARB – relating to issues of medical licensure and regulation) • Federation or AIM Workgroups 	2 3 2 1
Non-FSMB and Non-AIM Activities (to be determined only as approved in advance, i.e., health leadership positions in home state)	As determined

Please note CMBE INSTITUTE is a requirement for re-certification

Application for Medical Board Executive Re-Certification

SECTION I.

Name: _____

Address: _____

City, State, ZIP: _____

Business Phone: _____

Email Address: _____

Enter full name as it should appear on the certificate.

SECTION II.

Professional Development

Re-certification requires 15 total continuing education points over a five year period.
Points must include at least three Annual Meetings.

Part A: Educational/Event Description

	Points	Total
FSMB Annual Meetings <input type="checkbox"/> 2015 <input type="checkbox"/> 2016 <input type="checkbox"/> 2017 <input type="checkbox"/> 2018 <input type="checkbox"/> 2019	3 points each	_____
FSMB Roundtable Conference Calls (1 point for 2 calls for a maximum of 4 points per year)	1 point /2calls	_____
Annual Administrators in Medicine Meetings <input type="checkbox"/> 2015 <input type="checkbox"/> 2016 <input type="checkbox"/> 2017 <input type="checkbox"/> 2018 <input type="checkbox"/> 2019	1 point each	_____
AIM Executive Director Workshop (formerly AIM Regional Meeting) <input type="checkbox"/> 2015 <input type="checkbox"/> 2016 <input type="checkbox"/> 2017 <input type="checkbox"/> 2018 <input type="checkbox"/> 2019	1 point each	_____

Part A:
Check educational events attended and then total points.

FSMB AIM Events include, but are not limited to:

AIM/FSMB Board Member Workshops, AIM New Executive Orientation, Pain Care Workshops, FSMB Conference, Web Series Programs, and other FSMB or AIM special events.

Year	Educational Event	Points	Total
_____	_____	1 point each	_____
_____	_____	1 point each	_____
_____	_____	1 point each	_____
_____	_____	1 point each	_____
_____	_____	1 point each	_____
_____	_____	1 point each	_____
		Subtotal A	_____

List all educational event participation within the last 5 years.

Part B: Presentations / Committees / Workgroups

Other professional development activities eligible for certification credit are as follows:

<u>Service</u>	<u>Points</u>
Committees - FSMB/AIM standing or special committees, Executives Advisory Council, FSMB/AIM representative to a committee, and other national committees, i.e., USMLE, NBME, NBOME	2
Presenter - FSMB AIM Annual Meeting	3
Presenter - FSMB/AIM Board Member Workshops, or Board Investigator Training	2
Presenter - Other FSMB AIM meetings or other organizations' meetings, e.g., CAC, CLEAR, FARB; must be related to issues of medical licensure and regulation	1
Federation/AIM Workgroup	1

Note: Points are only given per committee even though special committees may span more than one year to complete their charge

<u>Year</u>	<u>Committee / Workgroup Service or Presentation</u>	<u>Points</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
	Subtotal B	_____
	Total A & B	_____

Part B:
List all committees, workgroup service and presentations within the last five years and total points.

SECTION III.

Applicant Statement

Individuals applying for re-certification are responsible for providing acceptable documentation for all activities. Examples of acceptable documentation include: copies of programs listing applicant as a speaker, confirmation of registration, or letter of appreciation for service. Applicants can expect to receive notification of status of the application within three to four weeks of submission. Application information is subject to verification and review prior to certification.

I hereby certify the information that has been provided is true and accurate, to the best of my knowledge.

Signature

Date

Send completed application with appropriate documentation to: aim@docboard.org