



# **2023 Oral and Maxillofacial Surgery In-service Training Examination Handbook**

ABOMS

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# Table of Contents

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**Page 3**

Mission  
Vision  
Organization

**Page 4**

OMSITE Overview  
Examination Registration  
Payments

**Page 5**

Examination Scheduling  
Accommodation Policy

**Page 7**

Policy

**Page 9**

Contact Information

***The recognized leader in Board certification of  
oral and maxillofacial surgery and related disciplines***

## **Mission**

The American Board of Oral and Maxillofacial Surgery (ABOMS) ensures that Diplomates meet our standards of training, education, and professionalism through our certification process. As the certifying body in Oral and Maxillofacial Surgery, ABOMS provides contemporary and innovative programs that promote optimal care and service to the public.

## **Vision**

To be the recognized leader in Board Certification of Oral and Maxillofacial Surgery and related disciplines.

## **Organization**

ABOMS is the certifying Board for the specialty of oral and maxillofacial surgery in the United States and is recognized and approved by the Council on Dental Education of the American Dental Association (CODA).

A committee was authorized at the 1945 annual meeting of the American Society of Oral Surgeons to establish an American Board of Oral Surgery, which would conduct examinations for the certification of specialists in oral surgery. In 1946, the American Board of Oral Surgery was incorporated under the laws of the State of Illinois. During the following year, the American Board of Oral Surgery was approved by the Council on Dental Education of the American Dental Association and was authorized to proceed with the certification of specialists in oral surgery. The American Board of Oral Surgery was renamed the American Board of Oral and Maxillofacial Surgery in 1978 to reflect the scope of the specialty. The name modification was incorporated under the laws of the State of Illinois.

The operation of the American Board of Oral and Maxillofacial Surgery (ABOMS) is entrusted to an eight-member Board of Directors. These Directors are Diplomates of the American Board of Oral and Maxillofacial Surgery and Fellows of the American Association of Oral and Maxillofacial Surgeons (AAOMS). One Director is elected each year to an eight-year term by the House of Delegates of the AAOMS. An Examination Committee composed of Diplomates of the ABOMS is

appointed by the Board of Directors to prepare and conduct the annual certification examination. The Board of Directors and its Examination Committee serve without salary.

## **OMSITE Overview**

The Oral and Maxillofacial Surgery In-service Training Examination (OMSITE) is a 250-question computer-based examination designed to measure the competencies of residents in the field of oral and maxillofacial surgery. The OMSITE covers 10 subject areas designed to reflect the knowledge and skill of participating residents and assists Program Directors in effectively preparing residents for the Board Certification process. It is administered to residents enrolled in CODA-accredited oral and maxillofacial surgery training programs in the U.S. and Canada.

On the day of the examination, there will be a survey for the residents to complete. There are seven questions pertaining to their most recent training information. Their answers will determine how the OMSITE will be assessed on their score reports.

## **Examination Registration**

### **Resident information**

Program Directors/coordinators will be required to create an account and register each of their residents on [www.ABOMS.org](http://www.ABOMS.org). It is imperative that the information is accurate. During registrations, Program Directors/coordinators will need to provide each of their resident's demographics and information. Steps on how to register your Residents will be e-mailed.

### **Payments**

Payments can be remitted online in the OMSITE Program Portal at the time of registration, or a check can be mailed/shipped to our main office. All payments must arrive at the ABOMS Administrative Office by **January 31, 2023**. If paying by check, please ensure the invoice is included to help us match the payment to your program. ABOMS strongly recommends that materials be sent by a secured carrier. Exceptions are not made for submissions delayed or lost in the mail.

## Examination Scheduling

<b>2023 OMSITE Timeline</b>	
Applications Open	September 26, 2022
Applications Due	October 18, 2022
Schedule Exam	November 2 – December 23, 2022
Payments Due	January 31, 2023
Examination Administered	February 4 – 18, 2023
Examination Results	Email by mid-April 2023 followed by mail

ABOMS will e-mail scheduling information to the Program Director/coordinator in October before scheduling is available on the Prometric site. Programs are responsible for registering and scheduling their residents for the OMSITE.

Test dates are on a first come basis, including Saturdays. ABOMS is not responsible for confirming, scheduling, or securing testing dates. Missed appointments will not be refunded.

### Accommodation Policy

ABOMS will make every effort to provide all appropriate and reasonable efforts to accommodate any requests in accordance with the Americans with Disabilities Act. Issues such as a second language, test anxiety, slow reading without an identified underlying physical or mental deficit, and failure to achieve a desired outcome are not learning disabilities and generally are not covered by the Americans with Disability Act. ABOMS offers all examinations in the English language only.

Applicants that require special accommodations must contact the Linh Vo ([lvo@aboms.org](mailto:lvo@aboms.org)) with specific accommodation requests and required documentation by the application due date, **October 18, 2023**.

Documentation must not be older than three years.

### Required Documentation:

- Documentation of previous accommodations provided by educational institutions
- Evaluation from an appropriate licensed professional (physician and/or psychologist). The report must be on professional letterhead and must include but is not limited to, the following:
  1. The professional's qualifications, address, telephone number and original signature.
  2. The applicant's/Candidate's name and date of evaluations.
  3. The specific diagnostic tests or procedures administered. Diagnostic methods used should be appropriate to the disability and in alignment with current professional protocol.
  4. The results of the tests or procedures and a comprehensive interpretation of the results.
  5. The specific diagnosis of the disability, with an accompanying description of the applicant's/Candidate's limitation due to the disability.
  6. A summary of the completed evaluation with recommendations for the specific accommodations requested and how they will reduce the impact of identified functional limitations and how they pertain to participation in the ABOMS examination.

The following documentation will not be accepted:

- Handwritten/emailed letters from licensed professionals
- Handwritten patient records or notes from patient chart
- Diagnoses on prescription pads
- Self-evaluations
- Research articles

### **Decision and Outcome**

The Credentials Committee will evaluate the documentation and decide which accommodations are reasonable in compliance with the ADA. The Credentials Committee will determine if special testing circumstances will be approved. If the Credentials Committee deems it necessary, it may require an independent evaluation of the applicant's disability.

Only accommodations requested during the application process and approved in advance by ABOMS will be honored at the test site. No accommodation requests will be considered or approved at the test center. No extensions to an application will be granted because of failure to identify disability or special need as required in the application materials.

## **Policy**

### **OMS Program and Resident Responsibilities**

The timely submission of resident registrations and scheduling including the accuracy of the information submitted therein are the sole responsibility of the OMS Program Directors and resident. ABOMS recommends reading and following all instructions thoroughly. It is the program's responsibility to keep a current address, email and telephone number on file. The ABOMS does not share contact information with any other organization.

### **Refunds**

When programs register residents for an examination, significant costs are incurred by ABOMS; therefore, all fees are non-refundable and non-transferable. Missed examination appointments will not be refunded.

### **Release of Examination Results**

OMSITE score reports are mailed to the Program Director directly and followed with electronic copies by email. Program Directors will receive performance data on each of their residents relative to all residents participating in the OMSITE, their year of training, and others with equivalent OMS training.

ABOMS will not release any examination result information to individual residents. ABOMS does not report result information to third parties. ABOMS reserves the right to withhold examination results if any application materials are found to be deficient, expired, or inaccurate.

## **Contact Information**

### **ABOMS Administrative Mailing Address**

American Board of Oral and Maxillofacial Surgery  
8770 W Bryn Mawr Ave, Suite 1370  
Chicago, IL 60631

**Website:**      www.aboms.org  
**Telephone:**   312-642-0070  
**Fax:**            312-642-8584

### **Direct Examination Contact:**

Linh Vo  
Examination Services Coordinator  
312-642-0070 ext. 127  
[LVo@aboms.org](mailto:LVo@aboms.org)

### ***Stay informed with ABOMS by following us on social media***

- **Facebook** (American Board of Oral and Maxillofacial Surgery – ABOMS)
- **Instagram** (@abomsofficial)
- **LinkedIn** (American Board of Oral and Maxillofacial Surgery – ABOMS)
- **Twitter** (@ABOMS)