

**AMERICAN BOARD OF SURGERY**  
**Quick Guide to 2017 MOC Exam Registration Process**

The ABS is pleased to introduce a new paperless exam registration process for its MOC (recertification) examinations. A separate application is no longer required. As long as you are meeting the requirements of the ABS MOC Program and have a certificate that will expire in three years or less, you may register for an exam. Please see below for step-by-step instructions on this new process.

1. Log into [www.absurgery.org](http://www.absurgery.org) at the top of the site. There is an option to reset your username and password if you have forgotten them.
2. Once logged in, navigate in the My Records area to **Online Exam Applications**. Once on that page, click on the link for your exam. You will then see the exam registration page:

## General Surgery MOC Examination

Register for Exam

[MORE INFO](#)

Click on each section to edit.  
You will also need to submit the operative experience report, registration fee, and attestation form by clicking Submit Form.

▼	Surgeon Profile	NOT YET COMPLETED ○
▼	Training	NOT YET COMPLETED ○
▼	Professional Activities and Privileges	NOT YET COMPLETED ○
▼	Medical License	VALID LICENSE ON FILE ✓
▼	Operative Experience Report	NOT YET SUBMITTED ○
▼	Registration Fee	REMAINING BALANCE: \$1600.00 ○
▼	Reference Forms	NOT YET COMPLETED ○
▼	Attestation	NOT YET AVAILABLE ○
▼	Exam Admission Card/Authorization Letter	NOT YET AVAILABLE ○

### 3. Update your Personal and Practice Information

For the first three sections — Surgeon Profile, Training, and Professional Activities — please click “Edit Form” under each area to review the information we have on file for you and update as needed.

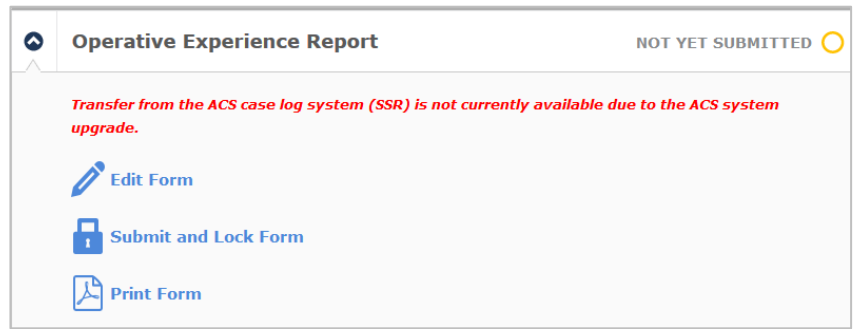
### 4. Update your Medical License Information

For Medical License, you must have a license on file that is valid through the date of the exam. Otherwise it will say “No Valid License on File” until the updated information for your license has been entered by you **and** validated by ABS staff.

### 5. Submit the Operative Experience Report

Click Edit Form to enter your information. **You must then click “Submit and Lock Form”** to send the form to the ABS.

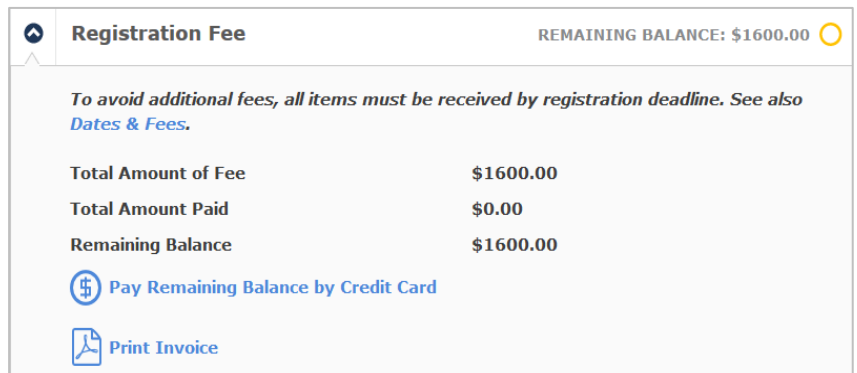
For general surgery, vascular surgery, and pediatric surgery, this report will ask for the number of primary procedures performed in each category during the past calendar year or recent 12-month period at the institution where you perform most of your work. If you do not have cases to report, go to the last section of this form to provide an explanation. **Tip:** This form has a section for each operative category. Click on the arrow next to “Next Section” or “Previous Section” at the bottom of the page to quickly navigate through the sections.



For surgical critical care, please provide information regarding 25 consecutive patients cared for just prior to the time of registration who meet two or more categories, regardless of length of ICU stay.

### 6. Pay the Registration Fee

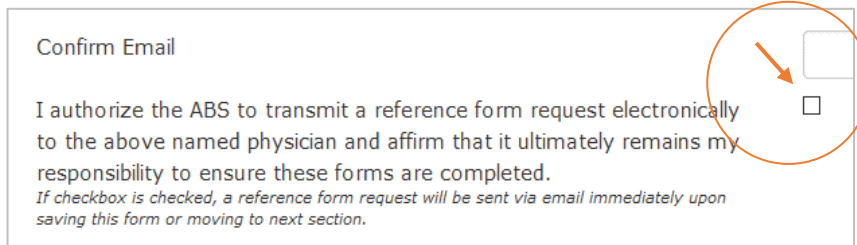
Please note that the ABS previously charged an application fee and an exam fee. These have been combined into one fee for 2017. Diplomates who had an approved recertification application prior to this year will be charged a reduced fee.



### 7. Send the Reference Forms via Email

Click “Edit Form” to enter information for the two physicians who will complete your reference forms. In most cases, one should be completed by the chair of surgery and the other by the chair of credentials at the hospital where you perform most of your work. If necessary, another physician of comparable rank may complete the form.

Once you have entered the contact information for each surgeon, **you must check the checkbox at the bottom of each page** (see image on right)



and click "Next Section" or "Save and Exit" to send the reference form via email to the designated person. This individual will complete and submit the ABS reference form online. You will be notified by email when each form has been submitted to the ABS. The form’s status will also appear above the links in this section.

If necessary, you may update the contact information you previously entered and resend the email. Note that this will deactivate the previous email sent.

### 8. Submit the Attestation Form

This form will not be available until you have completed the steps above. Click “Edit Form” to complete this form, then “Submit and Lock Form” to submit the form to ABS. If your reference forms are still pending (i.e., have not yet been submitted to ABS), this form will also be marked “Pending” when submitted.

### 9. Registration Approval

You will be notified by email when your registration has been approved; you can also check the status on your exam registration page. Once your registration is approved, an exam admission authorization letter will be posted on your exam registration page within 24-48 hours. The letter will contain instructions on reserving a place at a computer-testing center. You must have this letter to reserve a testing center spot.

If there are any problems with your registration, you will be notified by email by ABS staff.

**Please see your exam’s “How to Register” page for further details:**

[General Surgery](#) | [Vascular Surgery](#) | [Pediatric Surgery](#) | [Surgical Critical Care](#)