American Board of Family Medicine

2027
Family Medicine Certification Examination Information Booklet

Examination Dates

April 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 19, 20, 21, 22, 23, 24 & 26, 2027

November 1, 2, 3, 4, 5, 6, 8, 9 & 10, 2027

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Important Announcements for 2027

Exam Structure

The Family Medicine Certification Examination is now composed entirely of breadth of Family Medicine questions and is structured as follows:

Exam Section 1 = 75 Multiple Choice Questions (95 Minutes)
Optional Break*
Exam Section 2 = 75 Multiple Choice Questions (95 Minutes)
Optional Break*
Exam Section 3 = 75 Multiple Choice Questions (95 Minutes)
Optional Break*
Exam Section 4 = 75 Multiple Choice Questions (95 Minutes)
*Note: 100 minutes of pooled break time will be available to use between exam sections.

Blueprint Update

ABFM launched a new blueprint for the Family Medicine Certification Examination options in 2025. Changes to the previous blueprint were needed to ensure that future ABFM examinations are assessing the relevant core competencies required for contemporary family medicine practice and providing you with meaningful feedback to drive learning. The newer blueprint is based on *clinical activities* derived from the analysis of national datasets representing hundreds of thousands of patient visits. It has been further refined through focus groups and surveys with family physicians across the country to balance questions based on the frequency with which a family physician performs a clinical activity and the risk of harm if the clinical activity is done incorrectly.

Please be assured that the examination will continue to be a broad-based assessment of family medicine. The question format will not change clinical scenarios with single best answer multiple choice questions. The main difference is in the structure of post-examination feedback within your detailed score report. A summary of the blueprint is available on page 37.

5-Year Cycle Updates

- Initial Certification Candidates: Those who successfully meet the examination requirement, along with the other requirements to obtain initial certification, will start the 5-Year cycle the following January after obtaining initial certification. It is important to note that participation in longitudinal assessment begins in the first year of the 5-Year cycle for physicians who choose this exam assessment option to maintain certification.
- Certification Entry and Re-Entry Candidates: Those who complete the Certification Entry or Re-Entry process and successfully complete the one-day examination will start the 5-Year cycle to maintain certification the following January after gaining certification. It is important to note that participation in longitudinal assessment begins in the first year of the 5-Year cycle. For further details about the Entry and Re-Entry processes, see pages 13 and 17, respectively.

Important Dates for the April 2027 Family Medicine Certification Examination

October 16, 2026	Examination Application Opens
January 19, 2027	Last day to submit exam application without incurring a late fee ($100)
February 8, 2027	Priority seating ends (Note: seat availability will be open to other clients of the testing vendor after this date; therefore, availability will be limited between February 8, 2027, and March 15, 2027)
February 25, 2027	Last day to: • Submit application (with $100 late fee assessed) • Submit special testing accommodation (ADA) documentation • Submit comfort aid requests (includes nursing and pregnancy accommodations) • Complete all Family Medicine Certification activity requirements
March 8, 2027	Last day to: • Clear all pending application requirements • Make official name change with ABFM for examination
March 15, 2027	Last day to select testing date/location
June 30, 2027	All residency training should be completed on or about this date
30 Days Prior to Scheduled Examination	Last day to: • Withdraw application without incurring a late cancellation fee ($45) • Reschedule appointment through Prometric without incurring a late reschedule fee
5 Days Prior to Scheduled Examination	Last day to withdraw application without incurring a seat fee ($160)
48 Hours Prior to Scheduled Examination	Last day to reschedule appointment through Prometric with a late rescheduling fee
Examination Dates	**April 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 19, 20, 21, 22, 23, 24 & 26, 2027** (Note: candidates will select only one date for the full-day examination)

Fee Schedule for the April 2027 Family Medicine Certification Examination

Application Registration Period: October 16, 2026 – March 8, 2027

The examination and application fee details listed below summarize the payments for candidates applying for the certification examination. Payment details specific to your fees at the time of examination application can be accessed in your exam application or in your MyABFM Portfolio. Note: To avoid a late registration fee ($100) be sure to begin the exam application process and proceed beyond the fee payment page prior to January 19, 2027.

Fees for Initial Certification Candidates

Candidate Type	Examination Fee
Initial Attempt	$1300
Entry Process	$1300
Re-attempting after unsuccessful attempt	$650

Fees for Continuous Certification Candidates

Candidate/Payment Plan Type	Examination Fee
Process Fee Payment Plan	Up to Two Attempts Included in Payment Plan
Full Prepayment Plan	Up to Two Attempts Included in Payment Plan
Re-Entry Process	$1300
Re-attempting after unsuccessful attempt	$650

A 50% Senior Discount will be automatically applied to the examination fee for physicians that are 70 years of age or older at any time during the year of the examination. To receive the discount, physicians must have an initial certification and at least one continuous certification in Family Medicine with ABFM. The discount applies to examination fees only (not late fees).

Important Dates for the November 2027 Family Medicine Certification Examination

July 9, 2027	Examination Application Opens
August 16, 2027	Last day to submit exam application without incurring a late fee ($100)
September 6, 2027	Priority seating ends (Note: seat availability will be open to other clients of the testing vender after this date; therefore, availability will be limited between September 6, 2027, and October 21, 2027)
September 20, 2027	Last day to: • Submit application (with $100 late fee assessed) • Submit special testing accommodation (ADA) documentation • Submit comfort aid requests (includes nursing and pregnancy accommodations) • Complete all Family Medicine Certification activity requirements
October 11, 2027	Last day to: • Clear all pending application requirements • Make official name change with ABFM for examination
October 21, 2027	Last day to select testing date/location
December 31, 2027	All residency training should be completed on or about this date
30 Days Prior to Scheduled Examination	Last day to: • Withdraw application without incurring a late cancellation fee ($45) • Reschedule appointment through Prometric without incurring a late reschedule fee
5 Days Prior to Scheduled Examination	Last day to withdraw application without incurring a seat fee ($160)
48 Hours Prior to Scheduled Examination	Last day to reschedule appointment through Prometric with a late rescheduling fee
Examination Dates	**November 1, 2, 3, 4, 5, 6, 8, 9 & 10, 2027** (Note: candidates will select only one date for the full-day examination)

Fee Schedule for the November 2027 Family Medicine Certification Examination

Application Registration Period: July 9, 2027 – October 11, 2027

The examination and application fee details listed below summarize the payments for candidates applying for the certification examination. Payment details specific to your fees at the time of examination application can be accessed in your exam application or in your MyABFM Portfolio. Note: To avoid a late registration fee ($100) be sure to begin the exam application process and proceed beyond the fee payment page prior to August 16, 2027.

Fees for Initial Certification Candidates

Candidate Type	Examination Fee
Initial Attempt	$1300
Entry Process	$1300
Re-attempting after unsuccessful attempt	$650

Fees for Continuous Certification Candidates

Candidate/Payment Plan Type	Examination Fee
Process Fee Payment Plan	Up to Two Attempts Included in Payment Plan
Full Prepayment Plan	Up to Two Attempts Included in Payment Plan
Re-Entry Process	$1300
Re-attempting after unsuccessful attempt	$650

A 50% Senior Discount will be automatically applied to the examination fee for physicians that are 70 years of age or older at any time during the year of the examination. To receive the discount, physicians must have an initial certification and at least one continuous certification in Family Medicine with ABFM. The discount applies to examination fees only (not late fees).

Introduction

The American Board of Family Medicine congratulates you in your pursuit of board certification! Whether you are certifying for the first time or continuing certification, we are here to support you as you achieve this important milestone. We understand that family physicians have numerous demands on their time. Our goal is to make the exam application process as efficient as possible.

This booklet provides general information concerning the one-day Family Medicine Certification Examination. It is organized into five sections: Introduction, Certification Requirements, Completing the Application, Examination Information, and Agreement.

We encourage you to review the entire booklet, but please be sure to read the Agreement section before beginning the application.

The ABFM Family Medicine examination is referred to as the Family Medicine Certification Examination. The same examination is delivered to initial certification and continuing certification candidates. An exam application is required for every examination attempt.

You can avoid a late registration fee ($100) by starting the exam application and advancing beyond the fee payment page prior to the initial application filing deadline. This can be done even if you still have activity requirements left to complete.

We use the application process to review your requirements to take the Family Medicine Certification Examination as well as provide you with all the necessary information for taking the examination. Parts of the application that are incomplete or need to be reviewed by ABFM will be marked as *pending requirements* in the application process until completed.

Any pending requirements must be completed by the published deadlines. Most application requirements must be completed prior to selecting a testing appointment (the only exceptions are medical licensure and residency completion). Selecting your testing appointment by the priority-seating deadline will help you to secure a preferable date/location. After the priority-seating deadline, other types of examinees (such as GRE, CPA, etc.) are able to schedule appointments in our testing window.

We will notify you via email of application approval or of any pending requirements as you progress through the exam application. Although reminders of pending requirements or any missing materials will be sent by email, you may review your exam application at any time for status updates. We keep the applications open as long as possible, but there is a final deadline by which all applications must be completed. Any application that remains incomplete after the final deadline to clear pending requirements will automatically be withdrawn.

If you have questions at any point during the application process, do not hesitate to contact us at (877) 223-7437 or help@theabfm.org. Our Support Center is available to assist Monday – Friday, 8am – 9pm and Saturdays, 9am – 5pm (Eastern Time).

Certification Requirements

Initial Certification

Board certification is a meaningful indicator that a physician has the knowledge, experience and skills necessary to provide high-quality patient care. Although board certification is voluntary, ABFM certification is recognized throughout the world as signifying excellence in the practice of Family Medicine.

Certification will be awarded when all the following criteria are met:

1. Successful performance on the ABFM Family Medicine Certification Examination;
2. Verification that the candidate has successfully met the training requirements of their initial certification pathway;
3. The candidate submits the required details after obtaining a currently active, valid and full medical license in the United States, its territories, or Canada (referred to as an "Unlimited License");
4. The candidate continuously complies with the ABFM Guidelines for Professionalism, Licensure, and Personal Conduct ("Guidelines").

While the requirements listed above may be completed in any order, the effective issue date of certification will be the date on which the last of these requirements has been satisfied.

Candidates who are pursuing initial certification under the traditional pathway (Resident Certification Entry) are permitted to apply for and take the examination during residency training and prior to meeting the requirement for an Unlimited License.

Those candidates who successfully pass the examination but do not meet the residency training and/or licensure requirement(s) will have three (3) calendar years following the examination in which their exam attempt will remain valid. Any candidate who has successfully met the residency training requirement will have the 7-year Board Eligibility Period to meet any of the other remaining requirements to obtain certification (details regarding the Board Eligibility Period or "Board Eligible" status can be found in the *Board Eligibility* section later in this booklet). Additional conditions will apply if certification has not been obtained prior to these deadlines.

All applicants for the Family Medicine Certification Examination are subject to the approval of the Board, and the final decision regarding any application rests solely with ABFM.

Resident Certification Entry

If you trained in a three-year (36 months) Accreditation Council for Graduate Medical Education (ACGME)-accredited family medicine residency training program, you may be eligible to apply for Family Medicine Certification through the traditional training pathway. Qualifying candidates are permitted to apply for and take the examination during residency training and prior to meeting the requirement for an Unlimited License.

Initial certification candidates are required to complete the Resident Certification Entry Process no later than three (3) years following completion of residency training, which includes:

- The completion of self-assessment and quality improvement activities totaling a minimum of 50 points, achieved through:
    - At least one Self-Assessment activity, including, but not limited to:
        - ABFM Knowledge Self-Assessment Activities (KSA) (10 activity points)
        - ABFM National Journal Club (1 activity point per article)
        - ABFM Continuous Knowledge Self-Assessment (CKSA) (2.5 activity points per completed quarter)
    - At least one Performance Improvement (PI) activity, utilizing data from your patient population*

  - Additional activities to reach a minimum of 50 activity points. These can be accomplished in various ways, including, but not limited to:
    - Additional ABFM Knowledge Self-Assessment Activities (KSA)
    - Additional participation with Continuous Knowledge Self-Assessment (CKSA)
    - Additional participation in ABFM National Journal Club
    - Approved Alternative Self-Assessment activities
    - Performance Improvement (PI) activities

- Completion of the Family Medicine Certification Examination application process (including payment of applicable fees) and a successful one-day examination attempt
- Successful completion of family medicine residency training, including attestation of meeting ABFM core competencies and readiness for autonomous practice. This verification is completed by your residency program through ABFM's Resident Training Management (RTM) system
- Continuous compliance with ABFM Guidelines for Professionalism, Licensure, and Personal Conduct which includes obtaining and maintaining currently active, valid, and full license(s) to practice medicine in the United States or Canada

Those candidates who successfully pass the examination but do not meet the residency training and/or licensure requirement(s) will have three (3) calendar years following the examination in which their exam attempt will remain valid. Any candidate who has successfully met the residency training requirement will have the 7-year Board Eligibility Period to meet any of the other remaining requirements to obtain certification (details regarding the Board Eligibility Period or "Board Eligible" status can be found in the *Board Eligibility* section later in this booklet). Additional conditions will apply if certification has not been obtained prior to these deadlines.

Verification of satisfactory completion of residency training is submitted through the Resident Training Management (RTM) system by the family medicine residency program director. Program directors may access the RTM system up to 15 days before the resident's anticipated completion date to verify satisfactory completion of resident training. Candidates attempting initial certification will not satisfy the residency training requirement until the program director has verified this information and training has been completed as detailed in the *Residency Training* section of this booklet.

AOA Training Pathway

If you trained in a three-year (36 months) American Osteopathic Association (AOA) accredited Family Medicine residency training program, or an AOA program that has received ACGME accreditation or pre-accreditation, you may be eligible to apply for Family Medicine Certification through a special AOA Training Pathway.

Qualifying candidates have a board eligibility period to gain initial certification that expires 1) seven years from January 1, 2018 if training was completed before this date or 2) seven calendar years from the date of successful, verified completion of AOA-accredited family medicine residency training completed on or after January 1, 2018.

Qualified candidates must meet the following AOA Training Pathway requirements within three calendar years of starting the process. Candidates who initiate the process, but do not gain initial ABFM certification within three calendar years will be required to complete the Certification Entry Process to gain certification, provided they are still within their seven-year period of board eligibility. This includes:

- Completion of a 36-month AOA-accredited family medicine residency training program or an AOA-accredited Family Medicine residency program that has received ACGME accreditation or pre-accreditation.
- Completion of self-assessment and quality improvement requirements prior to taking the certification examination:

- At least one Self-Assessment activity, including, but not limited to:
  - ABFM Knowledge Self-Assessment Activities (KSA) (10 activity points)
  - ABFM National Journal Club (1 activity point per article)
  - ABFM Continuous Knowledge Self-Assessment (CKSA) (2.5 activity points per completed quarter)
- At least one Performance Improvement (PI) activity, utilizing data from your patient population*
- Additional activities to reach a minimum of 50 activity points. These can be accomplished in various ways, including, but not limited to:
  - Additional ABFM Knowledge Self-Assessment Activities (KSA)
  - Additional participation with Continuous Knowledge Self-Assessment (CKSA)
  - Additional participation in ABFM National Journal Club
  - Approved Alternative Self-Assessment activities
  - Performance Improvement (PI) activities

- AOA family medicine trained physicians will be awarded certification upon satisfactory completion and reporting to ABFM the following three requirements:
  1. Completion of the Family Medicine Certification Examination application process (including payment of applicable fees) and a successful one-day examination attempt
  2. Satisfactory completion of family medicine residency training and verification by the program director
  3. Continuous compliance with ABFM Guidelines for Professionalism, Licensure, and Personal Conduct which includes obtaining and maintaining currently active, valid, and full license(s) to practice medicine in the United States or Canada

Candidates who do not gain initial ABFM certification by the expiration of their seven-year period of board eligibility may obtain an additional seven-year board eligibility period by completing one year of additional training in an ACGME-accredited Family Medicine residency training program (or an ABFM-approved alternative).

Note: Physicians who completed family medicine residency training programs that were *dually accredited* by AOA and ACGME follow the Resident Certification Entry pathway for initial certification and are subject to ABFM's standard policy for board eligibility.

Certification Entry

(residency training completed more than 3 years ago)

Candidates who do not meet requirements to obtain board certification within three (3) calendar years of the year in which residency training is completed are required to satisfy the Certification Entry Process in order to take the examination and gain initial certification status. Candidates required to complete the Certification Entry Process must complete all Family Medicine Certification activity requirements by the final application deadline to participate in the Family Medicine Certification Exam. Requirements for the Certification Entry Process include:

- The completion of self-assessment and quality improvement activities totaling a minimum of 50 points achieved through:
  - At least one Self-Assessment activity, including, but not limited to:
    - ABFM Knowledge Self-Assessment Activities (KSA) (10 activity points)

        - ABFM National Journal Club (1 activity point per article)
        - ABFM Continuous Knowledge Self-Assessment (CKSA) (2.5 activity points per completed quarter)
    - At least one Performance Improvement (PI) activity, utilizing data from your patient population*
    - Additional activities to reach a minimum of 50 points. These can be accomplished in various ways, including, but not limited to:
        - Additional ABFM Knowledge Self-Assessment Activities (KSA)
        - Additional participation with Continuous Knowledge Self-Assessments (CKSA)
        - Additional participation in ABFM National Journal Club
        - Approved Alternative Self-Assessment activities
        - Performance Improvement activities (PI)
- Completion of (150) credits of acceptable Continuing Medical Education (CME) (minimum 50% Division I), acquired in the three years before you take the Family Medicine Certification Examination
- Submission of Entry Process Fee ($300)
- Completion of the Family Medicine Certification Examination application process (including a full examination fee) and a successful one-day examination attempt
    - Any previous successful exam attempt is invalidated three calendar years after residency completion, and it will be necessary to repeat the examination as part of the Entry Process.
- Continuous compliance with ABFM Guidelines for Professionalism, Licensure, and Personal Conduct which includes obtaining and maintaining currently active, valid, and full license(s) to practice medicine in the United States or Canada

The 7-year board eligibility period, which starts the day after the verified residency completion date, is still applicable to candidates in the Certification Entry process. The Certification Entry process must be completed prior to the expiration of the Board Eligibility Period on December 31 of the seventh calendar year. Candidates who do not gain initial ABFM certification by the expiration of their seven-year period of board eligibility may obtain an additional seven-year board eligibility period by completing one year of additional training in an ACGME-accredited Family Medicine residency training program (or an ABFM-approved alternative).

*****Clinically Active/Inactive Status. Physicians may self-designate whether they are clinically *active* or clinically *inactive*. Those physicians that are clinically active will be able to meet their performance improvement requirement by utilizing the many existing options. Those physicians who are clinically inactive will be exempt from meeting performance in practice requirements and will meet their 50-point stage requirements with additional self-assessment activities. Clinically inactive physicians may also meet the medical licensure requirement by holding either an unlimited license or a qualified clinically inactive medical license (for further details, see Guidelines).

Reciprocity

The American Board of Family Medicine has developed reciprocity agreements with the College of Family Physicians of Canada, the Royal New Zealand College of General Practitioners, and the Royal Australian College of General Practitioners. Diplomates of ABFM may be eligible to seek certification by these colleges. Further, members in good standing of these colleges (and the Royal College of General Practitioners of Great Britain), who meet all other requirements of ABFM and reside in the United States may be eligible to take the Family Medicine Certification Examination. Eligibility through reciprocity is available to physicians who have satisfactorily completed formal training in family medicine accredited by a nationally recognized accrediting

organization within the country in which they are certified. Effective August 2000, Diplomates of ABFM are no longer eligible to seek certification by the Royal College of General Practitioners of Great Britain.

Candidates applying for certification under one of the reciprocity agreements, should indicate the college in which they are currently a member in good standing of and the date that they were certified by examination. The candidate must forward to ABFM: (1) a letter from the college verifying that the candidate is certified by examination and that they are currently a member in good standing, and (2) a letter from a Diplomate of the American Board of Family Medicine, the candidate's hospital administrator, or the office of the candidate's local medical society attesting personal knowledge of the fact that the candidate has established residence in the United States and that the candidate is actively involved in family medicine in the United States. Letters written on behalf of candidates applying under agreement between the American Board of Family Medicine and the College of Family Physicians of Canada must verify that the applicant has established residence in the United States for not less than the immediate past six (6) months at the time of application.

Canadian Candidates

There are two pathways by which Canadian candidates may qualify for examination:

Pathway 1. Candidates who have satisfactorily completed two years of training in a family medicine residency program accredited by the College of Family Physicians of Canada may apply to sit for the Family Medicine Certification Examination upon the successful completion of a third year of accredited family medicine residency. The third year of training must be satisfactorily completed in an ACGME-accredited family medicine program or, if taken in Canada, must be approved by the College of Family Physicians of Canada. The third year must have prior approval of ABFM and bring the total residency experience into compliance with the ACGME Program Requirements for Residency Education in Family Medicine. The request must be accompanied by documentation of satisfactory performance of the first two years of training (including a description of the curriculum) signed by the program director.

Pathway 2. Candidates who have passed the College of Family Physicians of Canada (CFPC) Certification Examination in Family Medicine may apply to sit for the Family Medicine Certification Examination if they:

1. are members in good standing of the College of Family Physicians of Canada;
2. have satisfactorily completed two (2) years of postgraduate residency training in family medicine accredited by the College of Family Physicians of Canada;
3. have been a resident of the United States for at least six (6) months;
4. continuous compliance with ABFM Guidelines for Professionalism, Licensure, and Personal Conduct which includes obtaining and maintaining currently active, valid, and full license(s) to practice medicine in the United States or Canada; and
5. are actively involved in family medicine in the United States for at least six (6) months.

Candidates approved to take the examination under Pathway 2 must maintain their good standing in the CFPC through the date of the examination.

Registrants of the Royal College of General Practitioners of Great Britain

Candidates who are certified by the Royal College of General Practitioners by examination may apply to sit for the Family Medicine Certification Examination if they:

1. are members in good standing of the Royal College of General Practitioners;
2. possess a certificate of Prescribed/Equivalent experience issued by the Joint Committee on Post-Graduate Training for General Practice;
3. reside in the United States for at least one (1) month;
4. continuous compliance with ABFM Guidelines for Professionalism, Licensure, and Personal Conduct which includes obtaining and maintaining currently active, valid, and full license(s) to practice medicine in the United States or Canada; and

5. are actively involved in family medicine in the United States for at least one (1) month.

Members of the Royal New Zealand College of General Practitioners

Candidates who are members of the Royal New Zealand College of General Practitioners may apply to sit for the Family Medicine Certification Examination if they:

1. are members in good standing of the Royal New Zealand College of General Practitioners;
2. have completed the General Practice Training Programme (GPTP);
3. reside in the United States for at least one (1) month;
4. continuous compliance with ABFM Guidelines for Professionalism, Licensure, and Personal Conduct which includes obtaining and maintaining currently active, valid, and full license(s) to practice medicine in the United States or Canada; and
5. are actively involved in family medicine in the United States for at least one (1) month.

Fellows of the Royal Australian College of General Practitioners

Candidates who are fellows of the Royal Australian College of General Practitioners may apply to sit for the Family Medicine Certification Examination if they:

1. are members in good standing of the Royal Australian College of General Practitioners;
2. have completed the Royal Australian College of General Practice Training Program;
3. reside in the United States for at least one (1) month;
4. continuous compliance with ABFM Guidelines for Professionalism, Licensure, and Personal Conduct which includes obtaining and maintaining currently active, valid, and full license(s) to practice medicine in the United States or Canada; and
5. are actively involved in family medicine in the United States for at least one (1) month.

Continuing Certification

The Family Medicine Certification process provided by the American Board of Family Medicine (ABFM) is the means by which ABFM continually assesses Diplomates. ABFM's long-standing recertification program, ABFM Family Medicine Certification process stresses the importance of ongoing participation in activities that evaluate each of these components between certification examinations.

Continuous Family Medicine Certification Process (last certified or continuously certified in 2011 – 2024)

Candidates who last certified or continuously certified in 2011 – 2024*****, must complete the following activities in 3-year windows called “stages” to sit for the Family Medicine Certification Examination:

- At least one Self-Assessment activity, including, but not limited to:
    - ABFM Knowledge Self-Assessment Activities (KSA) (10 activity points)
    - ABFM National Journal Club (1 activity point per article)
    - ABFM Continuous Knowledge Self-Assessment (CKSA) (2.5 activity points per completed quarter)
- At least one Performance Improvement (PI) activity, utilizing data from your patient population******
- Additional activities to reach a minimum of 50 points. These can be accomplished in various ways, including, but not limited to:
    - Additional ABFM Knowledge Self-Assessment Activities (KSA)

  - Additional participation with Continuous Knowledge Self-Assessments (CKSA)
  - Additional participation in ABFM National Journal Club
  - Approved Alternative Self-Assessment activities
  - Performance Improvement activities (PI)

- Completion of one hundred fifty (150) credits of acceptable CME (minimum 50% Division I), acquired during the 3-year stage
- Continuous compliance with ABFM Guidelines for Professionalism, Licensure, and Personal Conduct which includes obtaining and maintaining currently active, valid, and full license(s) to practice medicine in the United States or Canada

If the above activities have been completed by the most recent stage deadline then the candidate will be allowed to sit for the examination. If a candidate has not met the requirements of their most recent stage deadline, they will be required to complete any delinquent activities before they would be approved to sit for the examination.

In 2026, the above requirements also apply to physicians whose certification lapsed January 1, 2023 and after.

* "*Candidates who last certified or continuously certified in 2011 – 2024*" specifically refers to physicians who last successfully met the examination requirement in 2011 – 2024. This includes *successful* one-day examinations and longitudinal assessment.

**Clinically Active/Inactive Status. Physicians may self-designate whether they are clinically *active* or clinically *inactive*. Those physicians that are clinically active will be able to meet their performance improvement requirement by utilizing the many existing options. Those physicians who are clinically inactive will be exempt from meeting performance in practice requirements and will meet their 50-point stage requirements with additional self-assessment activities. Clinically inactive physicians may also meet the medical licensure requirement by holding either an unlimited license or a qualified clinically inactive medical license (for further details, see Guidelines).

Certification Re-Entry (certification lapsed more than one year)

Physicians whose certification is currently lapsed for more than one year must complete the Certification Re-Entry Process to regain certification status. Physicians in this scenario must complete all Family Medicine Certification requirements (may include certification activities, CME, fees, and medical licensure) from the 3-year stage preceding loss of certification to be permitted to sit for the examination.

In addition to completion of past due stage requirements, the following items must be completed to regain certification:

- Submission of a Re-Entry Process Fee ($300)
- Completion of (150) credits of acceptable Continuing Medical Education (CME) (minimum 50% Division I), acquired in the three years before you take the Family Medicine Certification Examination.
- Completion of the Family Medicine Certification Examination application process (including a full examination fee) and a successful one-day examination attempt. Submission of application and accompanying full examination fee for the Family Medicine Certification Examination ($1,300)
- Continuous compliance with ABFM Guidelines for Professionalism, Licensure, and Personal Conduct ("Guidelines") which includes holding medical license(s) which meet the licensure requirements of the Guidelines

Physicians who initiated the Re-Entry Process prior to January 1, 2026, in addition to completing the three bullets listed above, would be required to complete the following to be allowed to sit for the one-day examination:

- The completion of self-assessment and quality improvement activities totaling a minimum of 50 points achieved through:
    - At least one Self-Assessment activity, including, but not limited to:
        - ABFM Knowledge Self-Assessment Activities (KSA) (10 activity points)
        - ABFM National Journal Club (1 activity point per article)
        - ABFM Continuous Knowledge Self-Assessment (CKSA) (2.5 activity points per completed quarter)
    - At least one Performance Improvement (PI) activity, utilizing data from your patient population*
    - Additional activities to reach a minimum of 50 points. These can be accomplished in various ways, including, but not limited to:
        - Additional ABFM Knowledge Self-Assessment Activities (KSA)
        - Additional participation with Continuous Knowledge Self-Assessments (CKSA)
        - Additional participation in ABFM National Journal Club
        - Approved Alternative Self-Assessment activities
        - Performance Improvement activities (PI)

Physicians who initiate the Re-Entry Process after January 1, 2026, in addition to completing the Re-Entry fee ($300), one-day examination, and Professionalism requirements listed above, would be required to complete the following to be allowed to sit for the one-day examination:

- Completion of any incomplete self-assessment and quality improvement activities, including meeting the minimum total points requirement, from their most recent incomplete continuous certification stage.

*****Clinically Active/Inactive Status. Physicians may self-designate whether they are clinically *active* or clinically *inactive*. Those physicians that are clinically active will be able to meet their performance improvement requirement by utilizing the many existing options. Those physicians who are clinically inactive will be exempt from meeting performance in practice requirements and will meet their 50-point stage requirements with additional self-assessment activities. Clinically inactive physicians may also meet the medical licensure requirement by holding either an unlimited license or a qualified clinically inactive medical license (for further details, see Guidelines).

For additional information regarding Family Medicine Certification, please visit https://www.theabfm.org/continue-certification/, or contact us at (877) 223-7437 or help@theabfm.org.

Completing the Application

The purpose of this section of the Examination Information Booklet is to provide essential information about the application process, the requirements candidates must meet prior to and/or while completing the application process and choosing a testing location and seat.

It is the sole responsibility of an ABFM candidate to be aware of and comply with registration deadlines. In fairness to all candidates, the Board adheres firmly to the published deadlines for registration and late registration for all examinations. Candidates are encouraged to apply early in the registration period to avoid late fees or problems. Issues arising from a candidate's inability to log on to the ABFM application system (e.g., forgotten ID/Password, computer technical difficulties, or operator error) must be resolved and all components of the application completed prior to 11:59 P.M. Eastern Time on the deadline date. ABFM staff and Support Center make every effort to assist with these issues promptly; however, candidates are responsible for contacting ABFM for assistance well in advance of the deadline.

Password

The password provided to a candidate for accessing the MyABFM Portfolio is confidential. Candidates will be required to change the initial password they are assigned and are then strongly encouraged to use a password known only to them. There is a link in the MyABFM Portfolio that allows the candidate to change the password at any time. Anyone with access to a candidate's ID and password has access to all secure information pertaining to that candidate on our website. ABFM staff does not have access to candidate passwords. "Forgot Username" and "Forgot Password" buttons are available on the physician login page (https://portfolio.theabfm.org/ui/login) should you need assistance with your login credentials.

Withdrawal/Refund Policy

Any candidate who is unable to complete the application requirements or who needs to delay participation in the examination, is encouraged to withdraw their application. This is accomplished through the exam application by selecting the Withdraw option. By selecting the withdraw option you will be cancelling your current application and the fees for that examination will be applied to the next testing window. An examination fee may be carried forward for a maximum of three (3) years. If a fee is not used, by taking the examination, within the three-year period, a partial refund will be issued (that is less all applicable fees). Any fee(s) incurred for late withdrawal or no-show will be applied to subsequent registrations and those fees must be paid prior to registering for the next examination.

Candidates who participate in the Family Medicine Certification process and who have made all required payments, have paid the examination fee within their payment plan and, therefore, are able to carry the payment forward to the next registration.

Candidates who have withdrawn an application and who prefer to receive a refund (rather than the fee being carried forward) must submit a written request to help@theabfm.org. Refunds will be issued within 2–3 weeks of receipt of the request. Please note: the application processing fee ($200) and any late fees paid are non-refundable. Additionally, any cancellation fee or seat fee incurred due to late withdrawal will be withheld from the refundable portion of the examination fee.

Personal Information

Candidates should confirm or update all personal information in the MyABFM Portfolio on the My Profile page. Fields that are not editable include name, ABFM ID number, degree, birthdate, and last four digits of the social security number. If any of this information is incorrect, the candidate must contact their ABFM Examination Program Coordinator to have it corrected.

ABFM requires candidates who have had a legal name change to submit a copy of the appropriate legal document (e.g., driver's license, marriage, divorce, etc.) to change our records. However, it is important to note that the name on record with ABFM should exactly match the name appearing on the ID presented for admittance to the examination. Any discrepancy in the name will potentially delay or prevent admittance to the

examination. All name issues should be resolved by the deadline for clearing pending application requirements. Please contact your ABFM Examination Program Coordinator for assistance with any name issues.

Candidates also should verify, update, or enter their primary mailing address. This is the address the wall certificate will be mailed to, if a wall certificate with no end date has not already been previously issued. Address information may be updated through the MyABFM Portfolio at any time on the My Profile page in the "Account Information" section.

General Data Protection Regulation (GDPR)

At the time of this publication (2026), European Union (EU) residents are not eligible to register for the Family Medicine Certification Examination. For further clarification, contact us at (877) 223-7437.

Email

ABFM will correspond with examination candidates through email. Candidates should ensure that ABFM has a current email address on file. Email information may be updated through the MyABFM Portfolio at any time on the My Profile page in the "Account Information" section.

During the registration process, candidates are required to reply to an email confirmation, which verifies that the email address on file is accurate and the candidate is able to receive emails from ABFM. (Many email services do not notify senders that an email is received or rejected; as such, we may be unaware our communications are not reaching intended recipients.) Once the email confirmation is complete, candidates must return to the application and complete all remaining application pages.

All candidates are required to have a confirmed email address during the application process.

Fee Payment

To expedite the process of applying for the exam, and to avoid late filing fees, candidates are encouraged to file applications by the first application deadline**.** ABFM defines "filing" an application as the date the application is started and advanced beyond the payment page. This action either will apply any examination fees already paid within a payment plan or will permit a candidate to pay examination and/or late filing fees that are due.

Candidates participating in the Family Medicine Certification process must make all outstanding payment(s) and prior to the first application deadline in order to avoid any late application filing fees.

The examination and application fee schedules listed below summarize the payments for the candidate applying for the certification examination. Payment details specific to your fees at the time of examination application can be accessed on your exam application or in your MyABFM Portfolio.

April Application Registration Period: October 16, 2026 – March 8, 2027

The examination and application fee details listed below summarize the payments for candidates applying for the certification examination. Payment details specific to your fees at the time of examination application can be accessed in your exam application or in your MyABFM Portfolio. Note: To avoid a late registration fee ($100) be sure to begin the exam application process and proceed beyond the fee payment page prior to January 19, 2027.

Fees for Initial Certification Candidates

Candidate Type	Examination Fee
Initial Attempt	$1300
Entry Process	$1300
Re-attempting after unsuccessful attempt	$650

Fees for Continuous Certification Candidates

Candidate/Payment Plan Type	Examination Fee
Process Fee Payment Plan	Up to Two Attempts Included in Payment Plan
Full Prepayment Plan	Up to Two Attempts Included in Payment Plan
Re-Entry Process	$1300
Re-attempting after unsuccessful attempt	$650

November Application Registration Period: July 9, 2027 – October 11, 2027

The examination and application fee details listed below summarize the payments for candidates applying for the certification examination. Payment details specific to your fees at the time of examination application can be accessed in your exam application or in your MyABFM Portfolio. Note: To avoid a late registration fee ($100) be sure to begin the exam application process and proceed beyond the fee payment page prior to August 16, 2027.

Fees for Initial Certification Candidates

Candidate Type	Examination Fee
Initial Attempt	$1300
Entry Process	$1300
Re-attempting after unsuccessful attempt	$650

Fees for Continuous Certification Candidates

Candidate/Payment Plan Type	Examination Fee
Process Fee Payment Plan	Up to Two Attempts Included in Payment Plan
Full Prepayment Plan	Up to Two Attempts Included in Payment Plan
Re-Entry Process	$1300
Re-attempting after unsuccessful attempt	$650

A 50% Senior Discount will be automatically applied to the examination fee for physicians that are 70 years of age or older at any time during the year of the examination. To receive the discount, physicians must have an initial certification and at least one continuous certification in Family Medicine with ABFM. The discount applies to examination fees only (not late fees).

ABFM's online payment option uses Secure Sockets Layer (SSL) technology to encrypt the personal and financial information being sent over the Internet. The candidate's browser will display a locked padlock icon to indicate that SSL encryption is being used. Consequently, candidates may be assured that the easy-to-use, online payment process is a highly secure payment option.

If a candidate prefers to submit a credit card number in writing or pay by check, a payment information page may be printed from within the exam application to submit with payment. Once ABFM has processed the payment, the candidate will be able to complete the application.

If a credit card is declined or a check is returned by the bank, the fee must be resubmitted for the original amount plus a non-sufficient funds (NSF) fee of $50.00 and must be paid by certified check or money order. Further, the testing appointment will be cancelled for any candidate whose credit card is declined or check is returned, and the candidate will not be able to reschedule until all fees have been paid.

Please note: No candidate will be allowed to take the examination until all fees are paid and all necessary requirements have been satisfactorily met. If a candidate is not successful on the examination, the application/registration process must be repeated, and will include payment of a reduced examination fee.

Medical School Training (applies to initial certification candidates)

This information was provided by the residency program. If this information is listed incorrectly, candidates may contact ABFM for assistance. If the candidate graduated from an international medical school, they must hold a standard certificate from the Educational Commission for Foreign Medical Graduates (ECFMG) or be in compliance with other ACGME requirements for entry into U.S. graduate medical education.

Residency Training (applies to initial certification candidates)

Advanced Placement Credit

For candidates who have completed training other than family medicine and who have received transfer credit for all, or part, of the G-1 year, the residency program is responsible for entering the information in the Resident Training Management (RTM) system, which then populates the application. If there is incorrect information in the application, candidates may contact ABFM for assistance.

ABFM prefers all three years of training to be in the same ACGME-accredited family medicine program; however, other training may be considered equivalent. Programs seeking to admit a resident into training with credit toward certification for other types of previous accredited training, including training in another ACGME-accredited family medicine program, are no longer required to obtain prior approval for transfer/advanced placement of 12 months or less for residents transferring from:

- ACGME-accredited family medicine programs
- Other ACGME-accredited specialties
- AOA-approved programs
- Canadian programs approved by the College of Family Physicians of Canada

ABFM expects residency programs to submit notifications of transfer or advanced placement credit through the RTM System before you begin your training. Transfer/advanced placement requiring special attention (e.g., requests for credit beyond the beginning of the PG-2 year, transfers associated with the closing of a program, transfers involving hardship circumstances, or advanced placement of international training) must have prior approval from ABFM. If a resident is admitted to training at an advanced level but the program director fails to notify ABFM prior to the entry of the resident into the program, ABFM will determine the amount of transfer credit at the time of its discovery of the transfer. Consequently, the resident may receive less credit toward certification than anticipated and may be required to extend the duration of training.

Candidates who graduate from an AOA approved school of medicine in the United States may qualify for certification if they meet the same requirements as specified for allopathic medical school graduates. They may apply to ACGME-accredited family medicine programs for entry into the first year (G-1). Osteopathic candidates who have documented satisfactory completion of an AOA-approved internship (G-1) year may receive credit for that portion of the G-1 year, which meets the ABFM guidelines for advanced level entry, or inter-program transfers. All candidates must satisfactorily complete at least 36 months of accredited graduate medical

education. Only the G-1 year may be fulfilled by an AOA-approved internship year. Training beyond the G-1 year must be completed in continuity in an ACGME-accredited family medicine residency program.

All candidates' education and training experiences are subject to review and approval by ABFM. Any variance from the above must have prior written approval of ABFM.

The last two years of family medicine residency training must be completed in the same accredited program. Transfers after the beginning of the G-2 year are approved only in extraordinary circumstances.

Family Medicine Training

All candidates for the American Board of Family Medicine Certification Examination must have satisfactorily completed three (3) years of training (a full 36 calendar months with 12 months in each of the G-1, G-2, and G-3 years) in a family medicine residency program accredited by the ACGME subsequent to receipt of the M.D. or D.O. degree from an accredited institution, and when applicable, receipt of a Standard Certificate from the Educational Commission for Foreign Medical Graduates (ECFMG), or compliance with other ACGME requirements for entry into graduate medical training in the United States. If a physician does not meet the eligibility requirements of the ACGME for residency training in family medicine, his/her training will not be recognized by ABFM. These requirements include:

- Residents enrolled in core three-year family medicine residency programs must satisfactorily complete thirty-six (36) months of training in order to become certified.
- Residents enrolled in combined training programs of four and five years duration must satisfactorily complete thirty-six (36) months of family medicine training in order to become certified.
- Residents who began training as a G-1 resident in a four-year Length of Training Pilot program *after* June 1, 2013, must satisfactorily complete forty-eight (48) months of training in order to become certified.
- Residents enrolled in an Advancing Innovation in Residency Education (AIRE) program of four years durations must satisfactorily complete forty-eight (48) months of training in order to become certified.

Candidates who obtained an M.D. degree from a medical school in the United States or Canada must have attended a school accredited by the Liaison Committee on Medical Education or the Committee for Accreditation of Canadian Medical Schools. Candidates who obtained a D.O. degree must have graduated from a college of osteopathic medicine accredited by the American Osteopathic Association.

April Residency Training Completion. Candidates for the April exam should complete all training requirements on or about June 30 of the examination year.

Residents who are in good standing and expected to complete training by June 30 of the examination year are eligible to take the April examination, and are able to self-activate their application. Residents completing training between July 1 and October 31 of the examination year will require the program director to activate the application via the Resident Training Management (RTM) System. Residents expected to complete training between July 1 and October 31 of the examination year should be confident that they are able to complete all training requirements in a satisfactory manner.

Residents expected to complete training later than October 31 of the examination year should plan to take the examination in the next administration window.

November Residency Training Completion. Candidates for the November exam should complete all training requirements on or about December 31 of the examination year.

Residents who are in good standing and expected to complete training by December 31 of an examination year are eligible to take the November examination, and are able to self-activate their application. Residents completing training between January 1 and April 30 of the year following the examination year will require the

program director to activate the application via the Resident Training Management (RTM) System. Residents expected to complete training between January 1 and April 30 of the year following the examination year should be confident that they are able to complete all training requirements in a satisfactory manner.

Residents expected to complete training later than April 30 of the year following the examination year should plan to take the examination in the next administration window.

Time Away from Training Allowances

Residency Training Requirements for Board Certification Eligibility

Candidates for certification are required to complete 36 months of graduate medical education in an ACGME accredited family medicine residency program. In some situations, the training may be less than 36 months if the resident was approved for family leave under the ABFM policy which became effective July 1, 2020, or may be extended for additional time to meet the minimum requirements. All residents must have core clinical training that includes the breadth and depth of family medicine. These include, but are not limited to:

1. Residents are required to spend their PGY-2 and PGY-3 training in the same residency program in order to provide sustained continuity of care to their patients.
2. Each year of residency must include a minimum of 40 weeks of continuity clinic experience. While this ACGME requirement has been replaced with “should” in the 2023 Requirements for family medicine residency programs, ABFM has elected to keep this a “must” requirement for board eligibility (exceptions may apply if the residency program has received a waiver of this requirement in connection with pilot projects assessing intentional variation in training requirements).
3. Residents are required to complete a minimum of 1000 hours dedicated to caring for FMP patients in the continuity practice site to be eligible for ABFM certification.

ABFM requires that Program Directors and their Clinical Competency Committee verify that residents have satisfactorily completed the ACGME requirements for 36 months of family medicine residency training, have achieved the core competencies, and are ready for autonomous practice. This verification is submitted by your Program Director’s electronic signature through the RTM System at the end of your training.

Family Leave Policy and Time Away from Training

For the purpose of this policy:

- Academic/training years will be referred to as PGY1, PGY-2, PGY-3, and, when relevant, PGY-4.
- Family Leave of Absence from the residency program will be referred to as Family Leave.
- Time off allotted by programs for vacation, sick leave, holiday, and PTO will be referred to as Other Leave.

Family Leave provided under this policy is intended to address leave that related to:

1. The birth and care of a newborn, adopted, or foster child, including both birth- and non-birth parents of a newborn.
2. The care of a family member with a serious health condition, including end of life care.
3. A resident’s own serious health condition requiring prolonged evaluation and treatment.

This policy does not apply to other types of personal leave and/or interruptions from a residency (e.g., prolonged vacation/travel, unaccredited research experience, unaccredited clinical experience, military or government assignment outside the scope of the specialty, etc.). This policy likewise does not apply to periods of time for which a resident does not qualify for credit by reason of resident’s failure to meet academic, clinical, or professional performance standards.

ABFM policy only provides guidance about the maximum time away from training allowable for a resident to be away from their program and remain board eligible without having to extend their training. It does not replace

local human resource policies for resident leave. It is also distinct and separate from, and should not be confused with, family leave as permitted by the Family and Medical Leave Act (FMLA), or specific leave policies as defined by your sponsoring institution human resource department. Additionally, this policy is not intended to prescribe decisions regarding time of resident graduation. At any point, a Program Director and the CCC can make a decision to extend a resident's training based on their assessment that the resident is not ready for attestation of meeting ACGME requirements, has not met the core competencies, and is not ready to enter autonomous practice.

Time Allowed for Family Leave of Absence

Family Leave Within a Training Year: ABFM will allow up to (12) weeks away from the program in a given academic year without requiring an extension of training, as long as the Program Director and CCC agree that the resident is ready for advancement and is on track to meeting competencies required for autonomous practice. This includes up to (8) weeks total attributable to Family Leave, with any remaining time up to (4) weeks for Other Leave as allowed by the program.

The resident must still have at least 40 weeks of continuity experience in the year in which they take family leave.

Total Time Away Across Training: A resident may take up to a maximum of 20 weeks of leave over the three years of residency without requiring an extension of training. Generally speaking, 9–12 weeks (3–4 weeks per year) of this leave will be from institutional allowances for time off for all residents; programs will continue to follow their own institutional or programmatic leave policies for this.

If a resident's leave exceeds either 12 weeks away from the program in a given year, and/or a maximum of 20 weeks total, (e.g. second pregnancy, extended or recurrent personal or family leave) extension of the resident's training will be necessary to cover the duration of time that the individual was away from the program in excess of 20 weeks.

Additional Considerations:

- ABFM will allow Family Leave to cross over two academic years. In this circumstance, the Program Director and sponsoring institution will be the ones to decide when the resident is advanced from one PGY-year to the next.
- Other Leave time may be utilized as part of approved Family Leave, or in addition to approved Family Leave. ABFM encourages programs to preserve a minimum of one week of Other Leave in any year in which a resident takes Family Leave. Consideration should be given to the importance of preserving some time away for resident well-being outside of a period of Family Leave.
- Residents are expected to take allotted time away from the program for Other Leave according to local institutional policies. Foregoing this time by banking it in order to shorten the required 36 months of residency or to retroactively "make up" for time lost due to sickness or other absence is not permitted.
- Time missed for educational conferences does not count toward the time away from training under the Family Leave time allowed in this policy.

Waiver of Continuity of Care Requirements for Hardship

While reaffirming the importance of continuity of care in family medicine residency training, ABFM recognizes that hardships occur in the personal and professional lives of residents. Accordingly, a waiver of the continuity of care requirement or an extension of the leave of absence policy may be granted if your residency program closes during your training period, or when a resident experiences a substantial hardship. A hardship is defined as a debilitating illness or injury of an acute but temporary nature, or the existence of a threat to the integrity of the resident's family, which impedes or prohibits the resident from making satisfactory progress toward the completion of the requirements of the residency program.

A request for a waiver of the continuity of care requirement or an extension of the leave of absence policy on the basis of hardship must demonstrate:

- The nature and extent of the hardship;
- Assurance that disruption on continuity of care does not exceed 12 months;
- That the annual vacation/sick time permissible by ABFM and the program has been reasonably exhausted;
- That a medical condition causing absence from training is within the Americans with Disabilities Act (ADA) definition of disability.

If the necessary absence is less than 12 months, the amount of the 24-month continuity of care requirement that the resident completed prior to the absence will be considered a significant factor in the consideration of the request.

When the break in continuity exceeds 12 months, it is highly unlikely that waivers of the continuity of care requirement will be granted.

The Residency Program Director should indicate what criteria will be used to determine the point at which the resident is expected to re-enter. This re-entry may not be granted a level beyond that which the resident had attained at the time of departure. Given that these circumstances are uncommon and fluid, the resident may re-enter the program pending a final decision by ABFM on the amount of additional training, if any, that will be required of the resident.

Demographics

For more than 40 years ABFM has collected data on practice organization and scope of practice from candidates during the examination registration process. The information you provide enables ABFM to understand how family medicine is changing, such as scope of practice, geographical distribution, evolving business models, size of practice, and whether your EMR is serving your needs. For years these data have guided ABFM Board of Directors as they make decisions about how to help family physicians around the country improve the quality of care they provide to their patients. The accuracy of the information you provide is critical to how well ABFM can make family medicine certification more meaningful and useful to you.

We recognize that questions about race and ethnicity are particularly sensitive for some diplomates. ABFM collects this information to permit the detection of potentially biased questions so that the questions can be reviewed by an external panel including family physicians with regard to the nature of the differential functioning. This information helps ABFM study and improve the certification process to better serve its candidates and the public. It is important to ABFM to verify that the examination is measuring the construct of family medicine knowledge and clinical decision-making regardless of candidate characteristics such as gender, race and ethnicity. ABFM respects the privacy of diplomates and has strict confidentiality policies.

Medical License

To obtain and secure ongoing certification, all candidates and Diplomates must continuously satisfy the Professionalism & Licensure component of family medicine certification through compliance with the ABFM Guidelines for Professionalism, Licensure, and Personal Conduct ("Guidelines"). The Guidelines establish ABFM's expectations regarding a general adherence to the standards of professionalism, which require maintaining record of all currently active, valid, and full medical license(s) held in the United States, its territories, or Canada (referred to as an "Unlimited License"), within the MyABFM Portfolio on the ABFM website. [Note: Those physicians who have self-designated as clinically inactive may be able to meet the license requirement by holding a qualified clinically inactive medical license as defined in the Guidelines.] Any period in which a Diplomate is not in compliance with the medical licensure requirement established by the Guidelines will result in a simultaneous break in certification.

Candidates are permitted to participate in all certification activities, including the one-day exam, while in the process of securing an unlimited license (presuming there are no Guidelines violations). The medical license page in the application will allow you to proceed without entering any medical license details but will report the licensure deficiency. This will not prevent you from completing the application or from taking the examination

when that time comes; however, you must submit the required details after obtaining an approved medical license to fulfill the Professionalism & Licensure component of family medicine certification.

ABFM receives most medical license information from the Federation of State Medical Boards (FSMB) on a monthly basis. The details received for new or renewed licenses are presented to you in your MyABFM Portfolio to "Confirm" prior to officially accepting the data into our records. There may be circumstances in which your medical licensing board may not report licensure information to ABFM, or the details may not yet be received due to having recently obtained or renewed your medical license. In these situations, we rely on you to manually enter/update your medical license information to maintain an active record. It is up to you to ensure your medical license record on file remains up to date.

Institutional, temporary, and training medical licenses do not meet the criteria of an Unlimited license; therefore, these details should NEVER be entered in the MyABFM Portfolio. [Note: Even in scenarios where a candidate or Diplomate is enrolled in a fellowship program that only requires a training license for participation, training license details must never be submitted. The physician will have to obtain a medical license that meets the Professionalism & Licensure component of family medicine certification as identified above to be issued or maintain ABFM certification status.] Similarly, ABFM does not accept foreign medical licenses as meeting the Professionalism & Licensure component for certification. Physicians practicing outside of the country, for any period of time, will have to meet the requirement for licensure by maintaining an approved medical license in the United States, its territories, or Canada.

With every license entry or update, you are required to attest that the license information being submitted is accurate and that you are in full compliance with the Guidelines. If ABFM determines that a candidate has submitted an institutional, temporary, or training medical license, has entered inaccurate details that do not match the records from the licensing state, and/or has not reported a violation of the Guidelines, and has been granted certification under the false assumption that the Professionalism & Licensure component has been met, the certification will be invalidated. Falsification of any information entered into the application and/or the MyABFM Portfolio will be reviewed for potential violation of the Personal/Professional Conduct Policy of the Guidelines, which may result in the withdrawal of certification and eligibility for an extended period of time.

If there are any inaccurate or unapproved medical license details within your MyABFM Portfolio, you must report "Incorrect" information through the Medical License page of the MyABFM Portfolio or contact the ABFM Professionalism Department by email at license@theabfm.org.

It is your responsibility to inform ABFM in writing immediately following any conduct or action that may be determined to be in violation of the Guidelines. For questions about the Guidelines or to make a report, please contact professionalism@theabfm.org.

Any candidate who is in violation of the Guidelines at the time of the one-day examination will have their exam invalidated and the examination fee will be forfeited. Eligibility for certification, which includes qualifying for any future exams, will not be reinstated until the physician is again in full compliance with the Guidelines.

Physicians who have been notified of an adverse decision relative to their eligibility or certification status and are appealing to the Professionalism Committee for reconsideration are permitted to take the one-day examination with the understanding that if the appeal is unsuccessful, their examination will be invalidated and the examination fee will be forfeited.

Continuing Medical Education (CME)

Some candidates who apply for the Family Medicine Certification Examination must show that they have met the continuing medical education requirements before being allowed to take the examination.

Candidates who apply for a Family Medicine Certification Examination three years or more after completion of their ACGME-accredited family medicine residency will be required to complete the Certification Entry Process, which requires 150 hours of acceptable CME in the last 3 years.

Successful completion of ABFM Family Medicine Certification activities will each provide the respective amount of CME credits as accredited/approved by the American Academy of Family Physicians (AAFP) for Prescribed Credit. Credits obtained by completion of ABFM activities may be applied toward your required CME. Those activities include:

- Knowledge Self-Assessment (KSA) activities
- Performance Improvement (PI) activities or approved alternatives
- Continuous Knowledge Self-Assessment (CKSA) activities
- National Journal Club

Please refer to the ABFM website for information on approved alternative activities and any associated CME credit: https://www.theabfm.org/continue-certification/certification-activities/self-assessment/.

Candidates who either a.) previously certified but never entered the Family Medicine Certification process or b.) have let their certification remain expired for more than three (3) years are required to satisfy the Certification Re-Entry Process, which requires 150 hours of CME in the three (3) calendar years prior to applying for the examination.

Verification of CME through the American Academy of Family Physicians (AAFP)

The AAFP provides ABFM with electronic data transfer for their members who have been in good standing with the organization and who have met ABFM requirements for CME. CME reported to AAFP must fall within the start/end dates of your current ABFM requirement timeframe in order to be applied. Once ABFM receives confirmation of a candidate's CME, the CME page will show completion status in the application. If ABFM does not receive CME information from the AAFP indicating completion of the CME requirements for the candidate, the candidate will be able to enter CME activities completed in the exam application.

Candidates who are members of the AAFP and who have adequate CME on file with the AAFP that has not been transmitted to ABFM, should first ensure that their AAFP membership number is correct in their MyABFM Portfolio. This information may be verified through our website (www.theabfm.org) by logging in to the MyABFM Portfolio and updating the "Personal Information" section on the My Profile page. Otherwise, it may be necessary for the candidate to contact the AAFP to resolve this matter.

Manual Entry of CME Records in the Examination Application

Any candidate for whom we do not receive adequate verification of CME from the AAFP will be required to document CME in the exam application. When entering CME information, same activities that are completed on multiple dates may be summarized in one entry per calendar year. The entry should list the first start date, the last end date, and the total number of credits earned for that activity that year (e.g., create a single entry within a calendar year for when a candidate has several "1-hour credits" for the same activity, through the same organization, completed on multiple dates). It is not necessary to submit certificates of CME attendance. Candidates who have not fulfilled the total number of credits required at the time of application must submit additional credits no later than the deadline for clearing pending application requirements.

CME Requirements

Division I

A **minimum of 50% of the total required CME** must be met by the following types of CME experiences *(items E and F pertain only to residents in formal training).*

A: Scientific Sessions

Scientific sessions provided by accredited medical schools or other organizations such as AAFP, AOA or ABMS medical specialty boards.

B: CME Conferences, Workshops or Face to Face Training

Any conference, workshop, or face to face training that carries AMA Category I CME, AAFP prescribed, AAFP Elective, AOA Category 1-A, AOA Category 1-B, or AOA Category 2-A CME credit.

C: Home Study

Home study correspondence course that qualify for AMA Category I CME, AAFP Prescribed, AAFP Elective, AOA Category 1-A, AOA Category 1-B, AOA Category 2-A, or AOA Category 2-B CME credit upon completion.

D: Hospital Meetings, Medical Society Meetings, or Grand Rounds

Scientific portions of hospital meetings, county medical society meetings, or grand rounds may occasionally be approved with documentation from the sponsoring organization listing the specific title, date, location, and number of credits.

E: Full-time Accredited Family Medicine Residency or Fellowship in a Family Medicine Program

Full-time trainee status in an ACGME or AOA accredited family medicine residency or a fellowship in family medicine. A maximum of 10 credits per week. CME is awarded only to program participants. Program faculty members are not eligible for CME under this category.

F: Full-time Accredited Family Medicine Residency or Fellowship in a Non-Family Medicine Program

Full-time trainee status in an ACGME or AOA accredited residency or fellowship program in a discipline other than Family Medicine. 15 CME credits per quarter, not to exceed 50 credits per year, to a maximum of 150 credits. CME is awarded only to program participants, program faculty members are not eligible for CME under this category.

G: CME Activities Carrying AMA Category I, AAFP Prescribed CME, or AOA

CME activities carrying AMA Category I CME, AAFP Prescribed, AAFP Elective, AOA Category 1-A, or AOA Category 1-B CME credit such as documented point of care learning, participation in quality improvement projects, completing of a Life Support Course, or formal educational courses (virtual or face to face) etc. Credit as approved by the respective organizations. Instructors for Life Support Courses should report CME under Division II-A.

H: Educational Program of a University or College with a Defined Curriculum

An educational program of a university or college having a defined curriculum, designated faculty, and accreditation from a recognized institutional accrediting organization or an agency recognized by the U.S. Department of Education, that is designed to enhance a participant's instructional, research, administrative, or clinical knowledge and skills necessary for professional development as an educator, administrator, or clinician in Family Medicine. Fifty (50) CME credits per year, on an hour-for-hour contact basis, to a maximum of 90 credits.

I: Faculty Development Fellowships

Full or part-time faculty development fellowships offered by ACGME or AOA accredited residency programs leading to a post-graduate degree or certificate that prepares physicians for future faculty positions in academic medicine or provides ongoing professional development for current faculty. CME credit on an hour-for-hour contact basis to a maximum of 90 credits.

J: **Knowledge Development Team**

Members of a self-assessment activity Knowledge Development Team for Family Medicine Certification that receive AMA Category I CME, AAFP prescribed CME, or AOA Category 1-B.

Division II

A maximum of 50% of the total required CME may be composed of the following four areas.

A: **Teaching, Presentations, Judging Clinical Case Presentations or Posters**

Teaching or presenting at medical conferences, life support courses, scientific exhibits or judging clinical case presentations or posters.

B: **Individual Medically-Related Educational Activities Not Formally Accredited**

Participation in professional enrichment activities or other scholarly activities such as podcasts, scientific exhibits, journal clubs or medical journal reading. ABFM does not accept CME for authoring a personal blog, participation in chat rooms or social media platforms.

C: **Review of Manuscripts**

Review of manuscripts for publication in a peer-reviewed medical journal

D: **Publications and Research**

Publication of a review, book chapter, research article, or other published written material in a peer-reviewed medical journal. Maximum of 10 credits per published project.

Please note: all CME credits are subject to final approval of ABFM.

Comfort Aids

To provide a comfortable and secure exam environment for all examinees at the test center, many outside items are prohibited in the examination room. However, Prometric, our testing vendor, has provided a list of approved comfort aid items that do not require pre-approval. All of the items listed below are allowed within the examination room; however, they will be inspected by Prometric staff during check-in.

Requests for all other items not included in the pre-approved list must be submitted and reviewed by ABFM prior to the examination. Should a candidate require any personal item during the examination, whether due to a medical condition or otherwise, they will need to contact our Accommodations Coordinator at accommodations@theabfm.org. All requests must be submitted prior to the final application deadline. If there is any question regarding the approval of a comfort aid, please contact us to confirm so that you do not have issues on the day of the examination.

Light sweaters, sweatshirts, and jackets are permitted in the testing room and may be worn or removed as needed; all clothing will be subject to Prometric inspection. Outerwear such as heavy coats, raincoats, ski jackets, etc. are prohibited from the testing room.

Water is allowed into the examination room provided it is in a clear or transparent, label-free container with a lid or cap. No other beverages are permitted. Containers will be inspected prior to entry into the examination room.

Pre-Approved Comfort Aid Items for Examination Room

The following items may be used during testing without submitting an approval request during the application process (all other personal items must be stored in lockers). All comfort aid items will be inspected during check-in.

Medicine and Medical Devices

- Arm/Shoulder Sling
- Bandages
- Braces – Neck, Back, Wrist, Leg or Ankle
- Casts/Cervical Collar
- Cough Drops (must be unwrapped and not in a bottle/container)
- Earplugs (Foam with no strings)
- EpiPen
- Eye Drops
- Eye Patches
- Eyeglasses (without the case)
- Glucose Monitor
- Glucose Tablets
- Handheld Magnifying Glass (non-electric, no case)
- Ice Packs/Heating Pads (non-electric)
- Inhaler
- Medical Alert Bracelet
- Nitroglycerin Tablets
- Pillow/Lumbar Support
- Pills (must be unwrapped and not in a bottle/container). Candidates may bring pills that are still in the packaging if the packing states that they MUST remain in packaging that cannot be exposed to air (packaging will be inspected by Test Center Administrator and a Center Problem Report will be submitted).
- Stool for Elevating Limb
- Surgical Facemask
- Walking Boot Casts

Medical Devices (Attached to a Person's Body)

- Catheter
- Colostomy Bag
- Heart Rate Monitor
- Insulin Pump

- Oxygen Tank
- Spinal Cord Stimulator
- TENS Unit
- Urine Drainage Bag

Communication Aids

- Hearing Aid/Cochlear Implant
- Vocal Chord Magnifiers

Mobility Devices

- Cane
- Crutches
- Walker
- Wheelchair

Other

- Service Animal

Items That Require Approval

Pre-approval is required for the following items to be used during testing (all other personal items must be stored in lockers):

- Multiple Pairs of Eyeglasses (more than 1 pair)
- Gel Mouse Pad with Wrist Support (not provided by Prometric)
- Handkerchief
- Motorized Cart or Wheel Chair (motorized scooter requires separate room for storage purposes—foldable wheel chair only)
- Religious Headwear, Scarf, or Hat
- Special Request Mouse (e.g., left-handed, ergonomic, etc.)
- Thin-Sleeved Gloves

Items Provided at Test Center

The following items are provided by Prometric at the test center:

- Dry-Erase Board and Marker (no other writing surface or writing instrument allowed)
- Tissues (only 2 tissues allowed in examination room at a time)
- Ear Plugs
- Noise-Cancelling Headphones

Prohibited Items in Examination Room

The following items may be brought to the test center, but must be stored in a locker:

- Beverages other than water
- Candy (as substitute for smoking; to relieve test anxiety)
- Chewing Gum
- Lip Balm
- Source of Rapid Glucose (liquid form)

Nursing Accommodation

ABFM offers nursing parents the option of an accommodation consisting of an additional 60 minutes of pooled break time during the scheduled, optional break(s). Prometric, our testing vendor, is able to provide a private room for expressing milk in most cases. Should a private room not be available at your chosen site, ABFM will request that a nursing tent be sent to the testing center for use during your scheduled breaks. Refrigerated storage is not provided at the testing center; a personal cooler/cooler bag that will fit in a 12x12x12 inch locker space is recommended.

These accommodations are offered as comfort aids. Please submit your request through the Comfort Aid page of the exam application prior to the final application deadline to allow time for approval prior to scheduling your testing date/location.

Pregnancy Accommodation

ABFM offers pregnant examinees the option of an accommodation consisting of flexible break(s) of up to 40 minutes off the clock during active testing to be used across the 4 content sections. This is offered as a comfort aid. Please submit your request through the Comfort Aid page of the exam application prior to the final application deadline to allow time for approval prior to scheduling your testing date/location.

Special Testing Accommodations

ABFM provides reasonable accommodations in accordance with the Americans with Disabilities Act (ADA) and the ADA Amendments Act of 2013 (ADAAA) for individuals with documented disabilities who demonstrate a need for accommodation. In accordance with these Acts, ABFM does not discriminate against individuals with disabilities in providing access to its examination program. Candidates must indicate through the examination application if special testing accommodations under the ADA are needed. Special testing accommodations will only be considered with appropriate documentation.

No candidate shall be offered an accommodation that compromises the ABFM examination's ability to accurately test the skills and knowledge it purports to measure, and no auxiliary aid or service will be provided that will fundamentally alter the examination or will result in an undue burden to ABFM. For further information regarding Special Testing Accommodations, please refer to the ADA Policy and Procedures available on our website.

All required documentation must be received by the final application deadline for staff to review and set the appropriate accommodations by the final deadline for clearing pending application requirements. After that date, requests with insufficient information, or that are incomplete for any reason, will not be processed and the candidate will be required to take the examination under normal testing conditions or withdraw their application.

Any request for special testing accommodations received after the scheduling of a testing appointment will require the cancellation of the current appointment to process and review the candidate's documentation.

Requirements Upon Certification

Candidates who successfully gain Family Medicine Certification will be recognized as participating on a continuous basis in the Family Medicine Certification program and issued a certificate without an end date (if one has not been previously issued). Please note that if a wall certificate with no end date has been previously issued, no additional wall certificate will be issued upon passing subsequent examinations. Continued certification is contingent upon meeting the current and continuous requirements for Family Medicine Certification.

Initial certification, Entry process, and Re-Entry process candidates who successfully complete the examination will immediately start the continuous Family Medicine Certification process (5-Year Cycle) the following January. This process provides Diplomates with the opportunity to satisfy the examination requirement through participation in longitudinal assessment, offers a simplified financial plan, and grants flexibility with the activity requirements. Certification status will be contingent upon meeting the Family Medicine Certification requirements within the five (5) year deadline. (see your MyABFM Portfolio for full requirement details)

Candidates who started longitudinal assessment participation between 2019 and 2024 may have been unsuccessful or stopped before completion. To maintain certification, these candidates must successfully pass the one-day examination during the FMCLA remediation period and fulfill all outstanding requirements. Once they do, they will remain on the three-year certification stages until their next examination due year.

Family Medicine Certification requirements are expected to alter over time and continued certification will be dependent upon adherence to the then-current policies and procedures. It will be the Diplomate's obligation to become and remain familiar with the Family Medicine Certification program rules.

Agreement Page of Application

The agreement page of the exam application asks candidates to attest to having read this Examination Information Booklet, including the full agreement located at the end of the booklet, and to agree to be bound by the conditions therein. Candidates also are confirming that all the information provided in the application is complete and true. The candidate's full name and ABFM ID number will be presented to identify that they are the person signing the agreement. Candidates are asked to electronically sign the agreement by clicking "Yes, I Agree" and by providing their date of birth and last four digits of their social security number.

Approval of Application and Selection of Examination Date and Location

Once all components of the candidate's application are completed and all pending requirements are cleared, ABFM considers the candidate to be approved for the examination. ABFM will automatically notify Prometric that the candidate is eligible to select a testing date, time, and location. From within the ABFM application, the candidate will be redirected to the Prometric website to schedule the examination appointment.

As part of scheduling, candidates will be asked to review and accept Prometric's testing policies before an appointment can be confirmed. These policies apply in addition to ABFM's policies described in this booklet.

Candidates may view available appointments using the Prometric website (www.prometric.com/abfm) at any time during the application process. However, seats are assigned on a first come, first serve basis, and availability is continuously changing. Please note: not all test centers are available on all examination dates, and start times vary by location, date, and availability.

After scheduling the examination, the candidate will receive a confirmation email from ABFM with the selected date/location. At that time, the candidate may return to the MyABFM Portfolio and print the E-ticket. (Note: In some cases, it may take up to 24 hours to receive the confirmation email. Candidates who have not received a confirmation after 24 hours are encouraged to contact ABFM for assistance.)

We strongly urge candidates to select a testing date and location as early as possible, prior to the deadline for priority seating. Although we do allow test center selection after the priority seating deadline, the availability will be very limited. After the priority seating deadline, seats at test centers are not held exclusively for ABFM test candidates.

In the event of test center outages resulting in cancelled appointments (due to extreme weather conditions or other factors beyond control), Prometric will post updates here: https://www.prometric.com/closures. ABFM and Prometric will reach out as soon as possible with rescheduling options.

Testing Locations

United States, U.S. Territories, and Canada

Prometric provides testing in approximately 340 U.S. locations as well as 13 locations in Canada and several international locations. According to Prometric, 90 percent of the U.S. population is within 25 miles of a testing center. The full list of locations is always available on their website and is updated for each examination administration to add new locations or delete those no longer being utilized. For specific locations of available testing centers go to www.prometric.com/abfm.

International Test Centers

ABFM and Prometric offer testing at several international locations. Prometric has in place an established network of professional test centers providing the same high level of security, candidate verification, and secure examination administration as their U.S. testing locations. To search for available international locations, go to www.prometric.com/abfm. Candidates searching for locations abroad that do not appear to be available should contact ABFM to inquire about potential options.

Once an international testing location has been selected, candidates will be prompted to submit the international testing fee of $200. This is an additional cost beyond the normal application fee and is applicable only to the international sites. After confirmation of the appointment at an international location has been received, candidates will return to the exam application to pay this fee. If after paying the international testing fee, the appointment is withdrawn or cancelled, but it is 5 days or more from the examination date, the $200 fee may be refunded; however, any withdraw or cancellation less than 5 days from the scheduled examination date will result in forfeiture of the $200 international testing fee.

Military personnel will not be required to pay the international testing fee if they are actively deployed outside the U.S. or Canada and select an international testing location. Requests for a fee waiver must be submitted in writing and include official deployment papers which indicate deployment at the time of the examination. Requests and documentation may be sent via email to help@theabfm.org or faxed to: (859) 335-7516.

E-Ticket (Electronic Admission Ticket)

The E-Ticket for the examination will be available to print as soon as the candidate receives the test center selection confirmation email from ABFM. The receipt of this email may take up to 24 hours from the time of appointment selection. Upon receipt of this email, candidates may return to the MyABFM Portfolio, access the exam application and then select “E-Ticket.” This will display the E-Ticket with a prompt to “Print E-Ticket” in the upper right corner of the screen. The E-Ticket may be reprinted from the MyABFM Portfolio at any time prior to the examination.

Candidates are encouraged to review the E-Ticket thoroughly as it contains important information about the examination and the location of the testing center. The name on record with ABFM must be the same as the ID that will be presented for admittance to the examination. Any name discrepancy will potentially delay or prevent admittance to the testing center. The last day to make a name change is the deadline to clear all pending application requirements.

Reschedule

Candidates who need to reschedule their current examination date and/or location may do so through the ABFM website, which will redirect to Prometric’s website. To reschedule, candidates will be required to enter their Examination Confirmation Number from the Test Center Selection Email or E-Ticket. An appointment may be rescheduled at no cost if done at least 30 days or more prior to the original scheduled examination date. Rescheduling within 29 to 5 days prior to the original scheduled examination date will result in a late reschedule fee that is paid directly to Prometric. Any reschedule within 4 days to 48 hours prior to the original scheduled examination date will result in an increased late reschedule fee that is paid directly to Prometric. The deadline to

reschedule is 48 hours prior to the original scheduled examination date. All reschedule fees will be payable to Prometric at the time of reschedule.

Withdraw

Candidates who choose to withdraw from the current examination, must do so on the ABFM website. Candidates may cancel their appointment by returning to the MyABFM Portfolio, accessing the exam application, and then selecting "Withdraw." *Candidates should not contact Prometric directly to cancel an appointment.* To prevent a cancellation fee, an appointment must be withdrawn 30 days or more prior to the original scheduled examination date. Withdrawing within 29 to 5 days prior to the original scheduled examination date will incur a cancellation fee of $45. Any withdrawal less than 5 days prior to the original scheduled examination date will result in a seat fee of $160 and forfeiture of $200 paid for international testing fee (if applicable).

Please refer to our Refund policy for additional information regarding a refund.

Examination Information

Facts About the Examination

The ABFM Family Medicine Certification Examination is a test of family medicine knowledge and clinical problem-solving ability relevant to Family Medicine. Appropriate subject areas of the following disciplines are included: Community Medicine; Adult Medicine; Maternity Care; Gynecology; Care of Neonates, Infants, Children and Adolescents; Behavior & Mental Health; the Surgical Patient; and the Older Patient. Elements of the examination include, but are not limited to, diagnosis, management, and prevention of disease. The examination consists of four sections and is a full day in length.

Examination Blueprint

Content Area	Percent
Acute Care and Diagnosis	35%
Chronic Care Management	25%
Emergent and Urgent Care	20%
Preventive Care	15%
Foundations of Care	5%

Content Area Descriptions

Acute Care and Diagnosis will include questions from scenarios encountered in normal ambulatory clinic practice where you will be asked to provide next steps in diagnosis, provide the correct diagnosis or provide the initial treatment.

Chronic Care Management will include questions from scenarios encountered in normal ambulatory clinic practice or other long term care settings where you will be asked to provide ongoing management of a chronic disease

Emergent and Urgent Care will include questions from hospital settings, emergency department settings, urgent care settings or ambulatory practice settings where you are asked patient management decisions of a patient which are needed in a matter of hours.

Preventive Care will include questions from any issue encountered in the ambulatory clinic setting where preventive care services are being provided.

Foundations of Care will include questions regarding other topics important in the provision of care, including statistics, health policy, legal issues, health equity and other topics

The examination is offered in computer-based format. Key points concerning the computer-based examination are as follows:

1. Extensive familiarity with computers is not required, but the use of a computer keyboard and computer mouse should be within the experience of all candidates.
2. An online tutorial (examination orientation) is available on our website at https://www.theabfm.org/continue-certification/exam/one-day-exam/. Candidates are strongly encouraged to gain familiarity with the computer-based testing system by reviewing the tutorial.
3. On examination day there will be a brief orientation/tutorial prior to starting the examination allowing candidates to re-familiarize themselves with the process. The tutorial may also be re-accessed at any time during the examination by clicking the “?” icon located in the bottom portion of the examination screen.
4. The examination is proctored by staff from Prometric, the vendor used by ABFM to administer the computer-based examination. In view of the numerous examinations administered by Prometric, all of which are unique in their function and format, testing center staff are not expected to provide detailed

assistance for ABFM candidates. It is not the responsibility of Prometric staff to provide assistance on things such as navigating through the examination or resolving any misjudgments made by the candidate. Candidates need to carefully read the on-screen messages to respond correctly. To do otherwise may result in loss of examination or break time, which cannot be altered by Prometric staff. Prior to examination day, candidates should become familiar with the operational procedures of the examination through the online tutorial and the examination day schedule.

5. Computer-based testing options include the ability to navigate forward and backward through the examination, mark items for further review, highlight/strikeout question content, review answered, unanswered and marked items. A listing of completed questions, incomplete questions, and marked items may be accessed at any time during the examination for the currently active section.
   The examination screen contains a timer at the top center of the screen showing the time remaining for the current section. Candidates may click to view total remaining exam time as well. Items must be reviewed or changed prior to expiration of time for that section. Once a section is ended by the candidate or the section has timed out, candidates cannot return to questions in that section.
6. The standard schedule for the Family Medicine Certification Examination includes 100 minutes of pooled break time. The 100 pooled break minutes are provided to allow each examinee two 15-minute breaks and one 70-minute meal break during the three scheduled optional breaks in between each exam content section. However, candidates may use as much or as little break time as they feel necessary during any given scheduled optional break. Please note that if the entire amount of pooled break time (100 minutes) is exhausted before the end of the examination, any time spent on subsequent breaks will decrease available remaining examination time. Candidates are expected to manage the pace and timing of the examination themselves. Allotted time for the entire standard examination appointment, including non-disclosure agreement, instructions and survey, is nine hours.

We ask that candidates carefully read all messages presented on the screen throughout the examination to prevent inadvertently clicking through a section or scheduled break.

Once the examination begins, if the candidate fails to complete and/or attempt any part of the examination, he/she must understand that any questions not answered, will be counted as incorrect. When there are unanswered items, or sections that are not attempted, additional time will not be allowed for completion, nor will there be any refund of the examination fee or credit toward future fees.

Failure to follow instructions on the computer or instructions provided by the test administrator can result in a candidate's entire examination being voided.

Examination Admittance and Testing Vendor Information

Candidates should report to the assigned test center 30 minutes prior to the appointment time listed on the E-Ticket. This allows time for completing the registration process, which includes verifying ID, locker assignment, signature and emptying of pockets.

Please understand that Prometric is responsible for and dedicated to ensuring that all candidates are given the same opportunity to test under the same testing conditions. Test security plays a major role in ensuring that no candidate has an advantage over another. Additionally, Prometric is contractually responsible to ABFM for protection and security of our examination content. This is the reason for the security measures utilized by Prometric on behalf of all their clients in a continuous effort to provide the best testing conditions possible.

One form of government-issued identification must be brought to the test center in order to be admitted. The ID must be a government-issued, non-expired ID, containing both a photo and signature. The ID must be one of the following: driver's license, passport, or a state/county identification card. The name on the ID must be the same as the name on the E-Ticket. Employee IDs/work badges, school IDs, and credit cards are NOT acceptable as an ID. Candidates presenting with an ID that does not match the name of record with ABFM or with an expired ID will not be admitted to the examination.

If the primary ID presented is government-issued and contains a photo but is lacking a signature (such as military ID) the candidate will be asked to provide a secondary ID that contains a signature. The secondary ID with signature must have the name pre-printed exactly as the name appears on the E-Ticket.

Personal items, such as cellular phones, a watch or time piece of any kind, or other electronic devices, pagers, any writing instrument or paper, purses, hats, bags, books, and notes are not allowed in the testing room and we strongly encourage candidates to leave them at home or in their car. If a cellular telephone or any electronic device is taken into the examination room (even by accident), the candidate risks invalidation of the entire examination.

Light sweaters, sweatshirts, and jackets are permitted in the testing room and may be worn or removed as needed; all clothing will be subject to Prometric inspection. Outerwear such as heavy coats, rain coats, ski jackets, etc. are prohibited from the testing room. All personal items must be stored in a locker. Candidates are NOT permitted to take any examination materials from the test center or to make written notes of the contents of the examination. Candidates found to be violating these rules will have their test performance voided.

Water is allowed into the examination room provided it is in a clear or transparent, label-free container with a lid or cap. No other beverages are permitted. Containers will be inspected prior to entry into the examination room.

During an active examination, candidates may not use telephones, may not leave the examination center (except for scheduled, optional breaks that are not during an active testing section), and may not communicate with one another in any way. Candidates may not discuss the content of the questions with anyone during or following the examination. Candidates who do so will have their test performance voided.

An erasable note board and marker will be provided at the workstation during the examination for any work preparatory to answering a specific question. All note boards and markers must be turned in at the conclusion of the examination. No other writing instrument (pen or pencil) or papers are permitted in the examination room.

Prometric, ABFM's computer-based testing vendor, administers examinations for a variety of clients. Consequently, ABFM Diplomates and candidates may be testing with others who are required to use the computer keyboard to type their answers. Any noise due to keyboard clicking can be minimized by use of earplugs (candidate supplied) or headphones available at the test center.

Study Materials

ABFM does not provide comprehensive review materials. However, candidates may find it helpful to read a section on our website titled "One-Day Exam Resources." This may be found here: https://www.theabfm.org/continue-certification/exam/one-day-exam/. The test plan specifications document, which provides the targeted percentages of questions in each content category of the examination, can also be found on this page under "Exam Blueprint."

Prometric Information

Prometric the testing vendor for ABFM administers the examination. Candidates may locate a test center or obtain specific directions to a test site at www.prometric.com/abfm. For further assistance, we ask that candidates do not call Prometric testing centers directly; instead, contact ABFM at (877) 223-7437 or help@theabfm.org.

Examination Day Schedule

Examination start times may vary because candidates may schedule their examination appointment at various times. Candidates who arrive 30 minutes or more after their scheduled examination time will be considered tardy and will not be permitted to test.

Sample for 8:30am start time:

Approx. 8:00 - 8:30 AM	Registration, Checking ID, and Seating
Approx. 8:30 - 8:45 AM	Identity Verification, Review of ABFM rules, Exam Tutorial, Instructions for Exam Section 1
Approx. 8:45 AM	Exam Section 1 = 75 Multiple Choice Questions (95 Minutes)
Approx. 10:20 AM	Scheduled Optional Break* (15 Minutes)
Approx. 10:35 AM	Identity Verification, Instructions for Exam Section 2
Approx. 10:40 AM	Exam Section 2 = 75 Multiple Choice Questions (95 Minutes)
Approx. 12:15 PM	Scheduled Optional Break* – Lunch (70 Minutes)
Approx. 1:25 PM	Identity Verification, Instructions for Exam Section 3
Approx. 1:30 PM	Exam Section 3 = 75 Multiple Choice Questions (95 Minutes)
Approx. 3:05 PM	Scheduled Optional Break* (15 Minutes)
Approx. 3:20 PM	Identity Verification, Instructions for Exam Section 4
Approx. 3:25 PM	Exam Section 4 = 75 Multiple Choice Questions (95 Minutes)
Approx. 5:00 PM	Brief Exam Survey (15 Minutes)
Approx. 5:15 PM	End of exam day

***** Scheduled Optional Breaks: The standard schedule for the Family Medicine Certification Examination includes 100 minutes of pooled break time. The 100 pooled break minutes are provided to allow each examinee two 15-minute breaks and one 70-minute meal break during the three scheduled optional breaks in between each exam content section. However, candidates may use as much or as little break time as they feel necessary during any given scheduled optional break. Please note that if the entire amount of pooled break time (100 minutes) is exhausted before the end of the examination, any time spent on subsequent breaks will decrease available remaining examination time. Candidates are expected to manage the pace and timing of the examination themselves. Allotted time for the entire standard examination appointment, including non-disclosure agreement, instructions and survey, is nine hours.

Note: All examination sections are timed and once that section is completed, voluntarily quit, or timed out, the questions in that section cannot be accessed again.

Unscheduled breaks are permitted, however, all unscheduled breaks are reported to and reviewed by ABFM.

Examination Administration Protocols and Procedures

The following details represent examination administration protocols and procedures at the time this document was finalized in advance of the release of the exam application. While changes to these policies are rare, ABFM

and Prometric reserve the option to adjust in response to significant events (including but not limited to a global pandemic) that could impact safe and secure examination delivery. Adjustments to examination administration protocols and procedures would be communicated in advance of testing.

Registration Process

E-Ticket

The E-Ticket contains important information regarding the scheduled examination appointment including a confirmation number, the date and time of the appointment, the testing center address and phone number, and other key details about the examination day. All candidates are encouraged to bring a copy of the E-Ticket to the testing center on their examination day as proof of their appointment and as a reference for what to expect.

Government-Issued Form of Identification

A candidate is required to present a non-expired government-issued, photo and signature bearing ID to be admitted to the examination. Anyone unable to present a valid ID with signature or whose name does not match the name on the eligibility file provided to Prometric will be denied admission to the examination. If the primary ID presented is government-issued and contains a photo but is lacking a signature (such as military ID) the candidate will be asked to provide a secondary ID that does contain a signature. The secondary ID with signature must have the name pre-printed exactly as the name appears on the E-Ticket. Acceptable identification includes driver's license, passport, state/county identification card, or other government-issued ID.

Test Center Security

A candidate is required to go through a security check prior to entering the testing room at the start of the exam and upon each re-entry into the exam room. Each candidate will be scanned with a metal detector wand prior to every entry into the test room. Each candidate will be asked to raise their slacks/pants legs above their ankles and pull their sleeves up (if long sleeves are worn) prior to every entry into the test room. Each candidate will be asked to empty and turn their pockets inside out prior to every entry into the test room to confirm that they have no prohibited items. The security screening will be conducted in full view of the surveillance camera in the admitting area and if any prohibited items are found, candidates will be instructed to place them in the locker provided. Refusal to be scanned may delay admittance into the examination room. Additional Prometric security measures during testing include continuous monitoring by video, physical walk-throughs by test administrator and an observation window. All testing sessions are video, and audio recorded.

Violation of Procedures – Registration, Waiting Area, Locker Area, Testing Room and External Areas

Areas within the testing vendor's jurisdiction and control are generally recognized as the examination registration area, waiting area, locker area, and testing room. External areas are defined as locations within the building that houses the testing center, which are not under the vendor's direct purview, such as bathrooms, lobbies, foyers, and cafeterias, but are observable by interested parties such as other candidates or test center personnel.

"Active Testing" is any period during which a candidate's examination time clock is running.

Possession or Use of Prohibited Instructional Information or Personal Items

If a candidate, while actively testing or on an unscheduled break, is observed to have prohibited instructional information or personal items in their possession, the test administrator will immediately advise the candidate that a violation of ABFM testing policy has occurred. Prohibited items include, but are not limited to, reference materials, texts, articles, review materials, written notes, electronic media, devices designed to augment knowledge or recall, watches or timepieces of any kind, cellular telephones, pagers, personal digital assistants (PDA), mini-computers, cameras, paper/writing surfaces or writing instruments (not provided by Prometric). If the prohibited information or personal item(s) have been accessed, the candidate will not be permitted to continue testing and a final determination of the matter will be withheld pending the results of ABFM investigation. All materials found in the examination room or removed from a locker by the candidate will be inventoried by the test administrator and listed in a detailed written Candidate Problem Report following the examination.

Communication with Others

If a candidate while actively testing, or on an unscheduled break, is observed communicating with other persons outside the examination room, including but not limited to other candidates, regarding medical information, examination content, or unknown topics, regardless of mode of communication, the test administrator will immediately determine the nature of the conversation and remind all parties involved that no communication of any kind is permitted during active testing. The candidate(s) will be warned that testing will continue without penalty, but a repeat violation will terminate the testing process. If a candidate is observed communicating with other persons in the examination room, the test administrator will advise the candidates that a violation of ABFM testing policy has occurred. The candidates will not be permitted to continue testing and a final determination of the matter will be withheld pending the results of ABFM investigation. In all cases, the test administrator will provide a detailed written Candidate Problem Report following the examination.

Looking at the Answers of Another Candidate

If a candidate while actively testing is observed looking at the answers of another ABFM candidate, the candidate will be advised that a violation of ABFM testing policy has occurred. The candidate will not be permitted to continue testing and a final determination of the matter will be withheld pending the results of ABFM investigation. The test administrator will provide a detailed written Candidate Problem Report following the examination.

Examination Administration Parameters

Failure to Comply with Specific Test Administrator Instructions

During the testing day, candidates must comply with the directions/instructions of the test administrator. Any candidate who does not follow the instructions of the test administrator may be subject to dismissal from the testing center and/or having his or her examination invalidated.

Late Arrivals

Any candidate who arrives 30 minutes or more after his/her scheduled start time will be considered tardy, will be considered a “No Show” and will not be permitted to test.

No Shows

Any candidate who fails to appear for their scheduled appointment will be considered a "No Show" for the examination. The fees for that examination will be applied to the next testing window unless a refund is requested. A $160 seat fee will be applied to subsequent registrations and must be paid prior to registering for the next examination.

A Vendor-Caused Delay

If a candidate arrives at the test center on time but begins the examination later than the scheduled appointment time due to a technical issue or other vendor-caused delay, the candidate will be given the full amount of testing time. Any candidate in this situation will be seated as quickly as possible.

Unscheduled Breaks During Testing

ABFM recognizes that candidates may need to take an unscheduled break from testing while the examination clock continues to run. Extended absences, multiple breaks, or excessive cumulative time away from testing will be subject to scrutiny by ABFM. Additionally, the policies of the building housing the testing center regarding smoking and possession of foods and beverages either in the lobby or on the grounds outside the building must be obeyed.

Do Not Access Your Phone During Active Testing on a Break

Note: **Accessing a cell phone or any electronic device during an unscheduled break is strictly prohibited and can result in severe penalty, regardless of the information reviewed**. Similarly, accessing review materials of any kind during an unscheduled break is strictly prohibited. If confirmed, violations of this type can result in invalidation of the examination and a period of ineligibility for up to six (6) continuous years from the date of the violation.

Guideline for the Handling of Critical Irregularities During Examination Administration

An Interruption Not Controlled by the Candidate

An examination interrupted by external causes or technological problems not controlled by the candidate will be continued if possible. All interruptions in testing greater than one (1) hour will be reported to ABFM by the test administrator or other designated employee. If the examination is predicted to resume within the next hour, candidates will be encouraged to remain at the testing center to complete the examination as rescheduling opportunities are often limited. Candidates who wish to leave will have their examination rescheduled at a mutually convenient time for the candidate, ABFM, and Prometric. Any examination section that has not been completed will be replaced for any subsequent testing (e.g. if a candidate has completed 60 of 75 questions in a section, the entire section will be replaced, and the candidate will subsequently take a new 75 question section).

Post Examination Issues

Statistical Analysis of Performance

Statistical evidence of suspicious results includes, but is not limited to, a grossly significant statistical improvement from one examination to another, a response pattern of incorrect answers significantly similar to another candidate, or such evidence that would strongly suggest that the content of the test has been exposed prior to or during the examination. ABFM has the option to nullify examination results without refund if these kinds of results are detected using procedures generally accepted among the psychometric community for detecting such results. A cutoff of sixty (60) days following an examination has been established by ABFM for follow-up with the candidate, review of statistical data, examination of log files, and review of audio/video as needed.

Review and Analysis of an Irregularity

Following the observation of and the action taken for an irregularity, ABFM staff will review and analyze all information at its disposal to confirm the occurrence of a testing violation. Such information will include, but may not be limited to, Candidate Problem Reports from test administrators, audio recording records, video recording records, notations and descriptions of prohibited instructional material or personal items in the possession of the candidate, and an explanation of the event/irregularity from the candidate. Exam results information will not be released while an irregularity is under investigation. If ABFM determines in its sole discretion that a violation of testing policy has occurred, the candidate will be notified by ABFM. The candidate will be advised that the sanction for such a violation is invalidation of the examination and ineligibility for a period of up to six (6) continuous years from the date of the violation. The physician will be informed also that he or she may request reconsideration of the action by the Professionalism Committee of ABFM pursuant to the procedures set forth in the Bylaws of the American Board of Family Medicine, as amended.

Candidate Problem Reports

The test vendor is required to report any examination irregularity, and all problem reports are provided to ABFM following each examination.

Consequences of Violating ABFM's Examination Administration Protocols and Procedures

Following the observation of and the action taken for an irregularity, ABFM staff will review and analyze all information at their disposal to confirm the occurrence of a testing violation. If the testing violation is confirmed, the candidate will be notified that they are in violation of the ABFM Guidelines for Professionalism, Licensure, and Personal Conduct. The candidate will be advised that the sanction for such a violation is ineligibility for a period of up to six (6) continuous years from the date of the violation. The physician will be informed also that he or she may request reconsideration of the action by the Professionalism Committee of ABFM.

Effective January 1, 2027, the American Board of Family Medicine (ABFM) will assess a non-refundable administrative processing fee of six-hundred dollars ($600) for any initial appeal of a pending ABFM Licensure, Professionalism, and Personal Conduct violation.

Policy for Examination Retakes

Occasionally, problems occur during the administration of examinations that may impede the examination process. Weather problems, mechanical failures, hardware and software problems, and human errors have the potential to interfere with some part of the examination process. When such problems occur, ABFM will review all information at its disposal. An opportunity for re-examination will be offered should ABFM in its discretion determine that an incident or irregularity could have affected a candidate's performance. A re-examination shall be the candidate's sole remedy. ABFM shall not be liable for inconvenience, expense or other damage caused by any problems in the administration or scoring of an examination, including the need for retesting or delays in score reporting. In no circumstance will ABFM reduce its standards as a means of correcting a problem in examination administration.

- Candidates who experience incidents or irregularities during testing must inform ABFM by letter, fax, or email within one (1) week following the examination. A detailed explanation of the circumstance or event that occurred during testing is required.
- If it is determined by ABFM that an incident or irregularity had the potential of influencing examination performance, the candidate will have two options: (1) to be retested during the next examination administration; or (2) to have the examination scored.
- If the retest option is chosen, the response data from the recently completed examination will be invalidated and expunged from ABFM records and no performance feedback will be provided. Candidates that sit for an exam retest during the testing window immediately following an invalidation, and meet the passing threshold for that exam, could have their date of certification retroactively effective to the original date of the invalidated exam, provided that all other certification requirements have been met.
    - Successful performance on the retake examination will apply to the previous examination date.
    - Unsuccessful performance on the retake examination will be recorded as an unsuccessful attempt. Any consequences of an unsuccessful examination, including loss of certification, will apply.
- Candidates who choose the option of having their examination scored will receive a report of their performance and a letter indicating whether they were successful or unsuccessful.
- Candidates who are unable or unwilling to be re-examined during the next regularly scheduled examination will forfeit the opportunity to backdate their certification date to their original exam date when an irregularity may have occurred. Any subsequent examination will be scored and reported according to standard procedure.

Examination Results

Preliminary Results

Candidates will receive preliminary results within 3-7 business days following the completion of the examination. Candidates that are clearly above or below the minimum passing score will receive a preliminary pass or fail result. If a candidate's exam score is near the minimum passing score, the full scoring process will be required to determine the overall result and the candidate will receive a preliminary pending result. In addition, candidates that have an exam day incident or have the exam results marked for review will also receive a preliminary pending result. Examinees that receive a preliminary pending result will receive the official result following the complete scoring process. Preliminary results are not to be used for external verification purposes of any kind. Diplomate status is based upon several factors, including performance on the examination. Preliminary score is not guaranteed to result in initial certification or continuing certification. Results do not become final and official until they have undergone ABFM's complete scoring process and quality assurance checks.

Preliminary result definitions:

- Pass: The exam attempt is clearly above the minimum passing standard.

- Fail: The exam attempt is clearly below the minimum passing standard.
- Pending: A definitive pass/fail indication cannot be provided in advance of the final results due to one of the following scenarios:
    - The exam attempt is close to the minimum passing standard. To ensure accuracy, ABFM must complete the full scoring process before providing a definitive pass or fail indication.
    - The exam attempt had multiple unanswered questions. ABFM investigates examinations with multiple unanswered questions to determine whether an exam day incident occurred.
    - ABFM was informed of an exam day incident that requires further investigation.

Final Results

It takes approximately 6-8 weeks from the last date in the examination window for candidates to receive their final and official examination results, which may be accessed in the MyABFM Portfolio when available. The minimum passing score for the Family Medicine Certification Examination is set by the ABFM Board of Directors and reviewed on a regular basis. A standard setting study is conducted periodically with ABFM diplomates who have recently passed the examination to continuously analyze the passing standard through the review of examination questions.

Re-Examination

Qualified candidates who fail the examination will be given the opportunity to take it again. An application is valid only for the examination for which a candidate has applied. For initial certification candidates, a reduced examination fee of $650 (or 50% of the current fee) is charged for each re-examination. For continuing certification candidates, up to two (2) examination attempts are available under the process fee payment plan; additional attempts beyond two (2) will require the reduced examination fee of $650 (or 50% of the current fee).

Candidates who previously completed Family Medicine Certification Longitudinal Assessment (FMCLA) and received an unsuccessful final score or were previously enrolled in FMCLA, but withdrew or were removed prior to completion are required to take and pass the one-day Family Medicine examination to continue certification. In most cases, FMCLA participation uses one (1) of the two (2) available examination attempts that are available under the process fee payment plan. This would leave one (1) remaining attempt that may be used for a one-day Family Medicine examination attempt. If both available examination attempts have been used, a reduced examination fee of $650 (or 50% of the current fee) is charged for each re-examination.

Board Eligibility

The ABFM Board Eligibility Policy defines the 7-year period of board eligibility as beginning on the day after successful, verified completion of an ACGME-accredited family medicine residency training program and expiring on December 31 of the seventh calendar year. The Board Eligibility Period refers to the timeframe during which any remaining requirements to obtain initial certification must be met for candidates who have successfully completed residency training.

Candidates who have not successfully become certified prior to the expiration of the 7-year board eligibility period must complete at least one (1) year of additional training in an accredited family medicine residency training program (or an ABFM-approved alternative) in order to regain an additional period of eligibility to qualify for ABFM certification.

“Board Eligible” status may only be claimed by candidates who are within the board eligibility period; however, simply being within the Board Eligibility Period does not automatically qualify the individual as meeting the requirements to represent themselves as “board eligible.” Furthermore, the designated 7-year window of the board eligibility period will not be adjusted based on whether the criteria for “board eligible” recognition may be claimed or not. A physician who wishes to be designated as “board eligible” must 1) have verified completion of family medicine residency training, 2) be active in the Resident Certification Entry or Certification Entry process, and 3) be meeting the Professionalism & Licensure component of family medicine certification by having already obtained an unlimited medical license as identified in the ABFM Guidelines for Professionalism, Licensure, and Personal Conduct and detailed in the *Medical License* section of this booklet.

By definition, the Board Eligibility Period does not apply to current residents or previously certified physicians; therefore, these candidates are not permitted to claim “Board Eligible” status.

Revocation

Each certificate issued by the Board of Directors of the American Board of Family Medicine shall be subject to revocation in any of the following circumstances:

General

The issuance of such certificate or its receipt by the person so certified shall have been contrary to, or in violation of, any provision of the Articles of Incorporation of the American Board of Family Medicine, Inc., or of the Bylaws of the American Board of Family Medicine, Inc., as amended.

The person so certified shall not have been eligible to receive such certificate, irrespective of whether or not the facts constituting such ineligibility were known to, or could have been ascertained by, the Directors of ABFM or its representatives.

The person so certified shall have made a misstatement of fact in the application for such certificate or in any other statement or representation to ABFM or its representatives.

The person so certified shall at any time have neglected to maintain the degree of competency in the field of family medicine established by the Board.

The person so certified has fraudulently altered, copied, or changed a certificate of the American Board of Family Medicine, or has fraudulently presented, or allowed to be presented on behalf of the individual, an altered, copied, or changed certificate of the Board, or has otherwise misrepresented the person’s certification status. In such cases, and in cases where the offending party is not currently certified, the Board reserves the right to revoke and/or prohibit participation in the Family Medicine Certification process and subsequent certification of the offending party for a period of up to six (6) years from the date of discovery of the offense in accordance with the ABFM Guidelines for Professionalism, Licensure, and Personal Conduct. In the event the individual timely appeals the action to the ABFM Professionalism Committee, the period during which the candidate is barred from participation in Family Medicine Certification shall be tolled until the action of the Board is determined to be final.

Professionalism, Licensure, and Personal Conduct

All Diplomates or candidates of the American Board of Family Medicine shall be required to be in continuous compliance with the ABFM Guidelines for Professionalism, Licensure, and Personal Conduct (“Guidelines). The Guidelines establish ABFM’s framework for assessing whether the family physician has satisfied the responsibilities of professionalism necessary to seek or maintain Diplomate status, which includes providing safe care, demonstrating honest, ethical, and trustworthy behavior, and practicing at the level expected of a board-certified family physician. Failure to comply with the Guidelines will result in loss of Diplomate status and/or loss of the ability to apply for, maintain, or regain Family Medicine Certification or other certificates offered by the Board.

It is the responsibility of all Diplomates and candidates of the American Board of Family Medicine to immediately inform ABFM in writing following any conduct or action that may be determined to be in violation of the Guidelines. In the event a Diplomate is no longer in compliance with the Guidelines, the physician must immediately cease self-identifying in any way, directly or indirectly, as a Diplomate of the American Board of Family Medicine. Candidates for the Family Medicine Certification Examination and Diplomates of ABFM should be aware that ABFM receives reports from the Federation of State Medical Boards (FSMB) and other sources regarding adverse actions by governing bodies with control over the credentialing or privileging of aspects of a physician’s practice of medicine. For questions regarding compliance with the Guidelines or to make a report, please contact professionalism@theabfm.org.

Any candidate who is in violation of the Guidelines at the time of the one-day examination will have their examination invalidated, and the examination fee will be forfeited. Eligibility for certification, which includes qualifying for any future exams, will not be reinstated until the physician is in full compliance with the Guidelines. Physicians who have been notified of an adverse decision relative to their eligibility or certification status and

are appealing to the Professionalism Committee for reconsideration are permitted to take the one-day examination with the understanding that if the appeal is unsuccessful, their examination will be invalidated and the examination fee will be forfeited.

Authority

The Board of Directors of the American Board of Family Medicine shall have sole power and authority to determine whether or not the evidence or information before it is sufficient to constitute grounds for revocation of any certificate issued by ABFM. The decision of the Board of Directors in all such matters shall be final.

Agreement

Please read the following conditions regarding the administration of the Family Medicine Certification Examination ("Examination") by the American Board of Family Medicine, Inc. ("ABFM"). You will need to verify on the application that you have read and understand this Agreement. Your application will not be processed without this acknowledgement.

I certify that all the information in this examination application ("Application") is complete and correct to the best of my knowledge and belief. In order to be granted certification, I understand I must continuously abide by the ABFM Guidelines for Professionalism, Licensure and Personal Conduct ("Guidelines") in all respects, which includes, but is not limited to, obtaining and maintaining medical licensure which meets the requirements of the Guidelines and meeting the expectations for professionalism and personal conduct set by the ABFM. Furthermore, I understand that the Examination for which I am applying is voluntary on my part, and I voluntarily accept and agree without reservation to the conditions set forth in the Application and this Examination Information Booklet. I understand that in making this Application I am voluntarily requesting that ABFM review and assess my professional standing and that the decision of ABFM in making such review and assessment shall be final.

I further understand and agree that ABFM may withhold or rescind approval of this application, and in the event I am certified as a Diplomate of ABFM, such certification may be revoked and my name deleted from the roll of ABFM Diplomates by order of ABFM should it determine, in its absolute discretion, that:

1. Any of the information in this Application is false or contains material misrepresentations or omissions;
2. I am not in compliance with the Guidelines; or
3. I fail to satisfy the criteria for certification.

I understand that in the event I am successful on the Examination and meet all requirements to gain certification, my Diplomate status will remain in effect as long as I meet all of the current and future Family Medicine Certification requirements by the established deadlines and remain in continuous compliance with the Guidelines. Furthermore, should I withdraw from the Examination for any reason after paying the required fee, the policy set forth in the Examination Information Booklet for the current Family Medicine Certification Examination shall apply.

If my Application to sit for the Examination is approved, I understand and agree to the following conditions:

1. All the Examination questions and all other Examination content and materials are the sole property of ABFM, subject to copyright and intellectual property protections afforded by law. Questions or other materials will not be available for review by examinees before taking the examination and they will NOT be available for review by the examinees after taking the Examination. No one is permitted to take any of the Examination materials from the examination room. The dry erase board or other note taking surface provided by Prometric is intended for Examination testing notes only and must be erased and returned to the test administrator when not actively testing. Any notes taken during the Examination administration and removed from the workstation will be considered Examination content. Other than the permitted use of the dry erase board or other note taking surface provided by Prometric during the exam, no one is permitted to reproduce the Examination questions and/or answers in whole or in part, make written notes of the Examination content, or electronically copy, record, photograph, and/or transfer Examination questions or preparatory material. No reference materials (texts, articles, or review materials) shall be permitted in the Examination administration area. During and following the Examination, examinees may not discuss the content of Examination questions with anyone.
2. I understand that I am expected to complete all sections of the Examination and attempt all questions. Should I neglect to complete any section of the Examination, I understand that any questions not answered will be counted as incorrect. I will not receive additional time, nor will I

receive a refund of the Examination fee or credit toward future fees due to my failure to answer any questions.

3. I understand that during the active testing of my Examination (the period when I am actively testing within a section of the Examination), I am prohibited from bringing into the testing room anything unauthorized by the Prometric testing staff. During active testing, I am prohibited from bringing instructional information or personal items including, but not limited to: reference materials, texts, articles, review materials, written notes, electronic media, devices designed to augment knowledge or recall, a watch or time piece of any kind, cellular telephone, pager, hand held computer, personal digital assistant (PDA), mini-computer, camera or any writing instrument except the writing instrument provided by Prometric testing staff. Furthermore, I will not be permitted to communicate with other examinees or any individual, except members of the test administration staff. During an active exam, I will not be permitted to leave the testing center except for approved breaks. Further, I will make no effort to observe the answers of other examinees or have anything at my workstation except materials provided by the administrators at the test center. Only the distributed note taking materials provided by the testing center (i.e. note/white board, paper, writing instruments, etc.) may be used in the examination room.

4. The use of telephones and electronic communication devices or leaving the testing area during active testing is prohibited.

5. I understand that I risk being unsuccessful on the entire Examination if I do not follow instructions on the Examination itself.

6. ABFM reserves the right to refuse admission to any examinee after any session of the Examination has actually begun.

7. The test administrators at my assigned test center are authorized by me to take all action they deem necessary and proper to administer the Examination securely, fairly and efficiently.

8. I understand and agree that scheduling my Examination appointment requires me to accept the testing policies of Prometric, ABFM's testing vendor, at the time of test center selection. These policies govern conduct at the test center, including admittance, identification, prohibited items, and security procedures. I agree to comply with Prometric's policies in addition to the policies set forth in this Agreement and the Examination Information Booklet, and I understand that failure to do so may result in my Examination being invalidated and my fee forfeited.

9. In addition, should I do anything prohibited by ABFM, or should I be in violation of ABFM policy set forth within this Agreement, the Guidelines, and/or the Examination Information Booklet, my Examination scores will be invalidated and fee will be forfeited.

10. I understand that after the Examination, I may not discuss the Examination with anyone.

11. I understand that I will be video and audio recorded throughout my time at the test center. If ABFM receives reports from the test center staff or video/audio surveillance recordings taped during my Examination Administration which provide evidence of any violation of policies, accessing prohibited materials described herein or removing notes from the workstation area, I agree to cooperate with ABFM's investigation and I acknowledge that ABFM has the right to invalidate my Examination, forfeit the full Examination fee, and pursue any legal action ABFM deems necessary or appropriate.

I understand that if I am permitted to take the Examination without being in compliance with the applicable medical licensure requirements as defined in the Guidelines and/or verification of satisfactory completion of training, I must satisfy both within the permitted time frame to obtain certification. My effective date of certification will be the date on which I have met all certification requirements.

I agree that if I wish to have my Examination rescored, I must make the request, in writing, within 14 days of the release of the results. This request must include both a completed ABFM Rescore Request Form and a check made payable to ABFM for $200. I understand that this review will be limited to verifying: (1) that the responses scored were indeed made by me, and (2) that the scoring process correctly transformed my responses into a scaled score. I further understand that this review will not be a review of the content of the items, or a

reconsideration of what the correct answer should be. In addition, I understand that the review will not be a reconsideration of the passing standard or of the acceptability of the testing conditions.

I agree that ABFM may, at its discretion, release information contained in this Application, my Examination results and/or my Examination scores to researchers selected by ABFM to study the testing and evaluation programs of ABFM under appropriate conditions of confidentiality established by ABFM. Aside from research purposes, I understand that my individual and identifiable Examination results and scores will be considered by ABFM to be confidential, and, unless authorized by me, will not be released to others except pursuant to legal process.

I agree to release and to hold ABFM, its physicians, examiners, employees, officers, directors, and agents free from any complaints, claims or demands for damage or otherwise by reason of any act of omission or commission that they, or any of them, may take in connection with this Application, the availability of testing centers, Examination Administration, the grade or grades given with respect to my Examinations, the failure of ABFM to issue me such certificate, the subsequent revocation of any certificate issued to me by ABFM, or my continued eligibility for Family Medicine Certification. I agree that ABFM retains the right to deny, revoke, or withdraw certification because of my failure to gain or remain eligible under periodically established ABFM policies or other certification criteria.

I shall indemnify and hold harmless ABFM, its physicians, examiners, employees, officers, directors, and agents from any claims or liabilities, including reasonable attorneys' fees and costs, arising from my breach of this Agreement.

I hereby understand and agree that in the event I am certified as a Diplomate of the American Board of Family Medicine, that certification shall continue only for so long as I continue to meet all of the current and future Family Medicine Certification requirements and continue to be in compliance with the Guidelines. I further understand and agree that in the event I am no longer in compliance with the Guidelines, for any reason or any term, I shall advise ABFM in writing at professionalism@theabfm.org and immediately cease identifying myself in any way directly or indirectly as a Diplomate of the American Board of Family Medicine.

I understand and agree that the decision as to whether my Examination meets certification requirements or whether I continue to meet the conditions of eligibility for Family Medicine Certification rests solely and exclusively with ABFM and that its decision is final.

Arbitration of Disputes

I agree that any case, controversy or dispute which may arise between myself and ABFM in connection with the application process, Examination and/or my continued eligibility for Family Medicine Certification shall be settled and resolved by binding arbitration under the then prevailing rules of the American Arbitration Association ("AAA"). The arbitration dispute must be filed in Lexington, Kentucky. The decision of the arbitrators shall be final and binding, and judgment may be entered on the award of the arbitrators and enforced in any court of competent jurisdiction. Notwithstanding the foregoing, ABFM may seek injunctive relief in any court of competent jurisdiction as ABFM determines, in its sole and absolute discretion, to be necessary or appropriate to protect the integrity and/or content of any Examination.

Governing Law

I agree that any case, controversy, or dispute which may arise between myself and ABFM in connection with the application process, the Examination, or my continued eligibility for Family Medicine Certification shall be governed in all respects by the laws of the Commonwealth of Kentucky, without regard to the choice of law rules of such jurisdiction. I hereby submit and irrevocably consent to the exclusive jurisdiction and venue of the state and federal courts located in Lexington, Kentucky for purposes of any legal action that may arise in connection with the application process, the Examination, and/or my continued eligibility for Family Medicine Certification.

By my acknowledgment on the online Application Form, I intend to be legally bound by the foregoing.