

HANDBOOK FOR  
OSTEOPATHIC  
ORTHOPEDIC SURGERY  
RESIDENTS IN AOA APPROVED PROGRAMS

*(Does not apply to programs under ACGME accreditation)*

American Osteopathic Academy of Orthopedics

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Fax: 1-804-282-0090

Website – [www.aoao.org](http://www.aoao.org)

June, 2022

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## AOAO CONTACT & ADDRESS INFORMATION

James S. Mason, D.O, FAOAO, Executive Director  
James J. Pollifrone, D.O., FAOAO, Chair, Evaluating Committee  
Joye Stewart, Association Executive  
Julie Hitt, Association Coordinator

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## AOBOS CONTACT & ADDRESS INFORMATION

*Use the following address for items pertaining to Board Certification only.*

Jennifer Greene, Director

American Osteopathic Board of Orthopedic Surgery

Mail: 800 Military Street, Suite 307  
Port Huron, MI 48060

Phone: (312) 202-8105

Website: [www.aobos.org](http://www.aobos.org)

E-mail: [jgreene@osteopathic.org](mailto:jgreene@osteopathic.org)

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## CALENDAR OF RESIDENCY REQUIREMENTS

RESIDENCY YEAR	REQUIREMENT	DUE DATE
1 <sup>st</sup> year:	Candidate Membership Application	August 15 <sup>th</sup>
	Residents' Annual Report	July 15 <sup>th</sup> *
	Program Directors' Annual Report	July 15 <sup>th</sup> *
	Residents' Yearly Evaluation of Program Director	July 15 <sup>th</sup> *
2 <sup>nd</sup> year:	Residents' Annual Report	July 15 <sup>th</sup> *
	Program Directors' Annual Report	July 15 <sup>th</sup> *
	Residents' Yearly Evaluation of Program Director	July 15 <sup>th</sup> *
3 <sup>rd</sup> year:	Residents' Annual Report	July 15 <sup>th</sup> *
	Program Directors' Annual Report	July 15 <sup>th</sup> *
	Scientific Paper	July 15 <sup>th</sup> *
	Residents' Yearly Evaluation of Program Director	July 15 <sup>th</sup> *
4 <sup>th</sup> year:	Residents' Annual Report	July 15 <sup>th</sup> *
	Program Directors' Annual Report	July 15 <sup>th</sup> *
	Scientific Paper	July 15 <sup>th</sup> *
	Residents' Yearly Evaluation of Program Director	July 15 <sup>th</sup> *
5 <sup>th</sup> year:	Application to AOBOS for Written Exam for Certification <a href="http://www.aobos.org">www.aobos.org</a>	AOBOS Website (Calendar of Events)
	Scientific Paper	January 15 <sup>th</sup> *
	Residents' Six-Months Report	January 15 <sup>th</sup> *
	Program Directors' Six-Month Report	January 15 <sup>th</sup> *

**\* These requirements must be met in order to be eligible to take the AOBOS Written Exam. [www.aobos.org](http://www.aobos.org)**

Final Residents' Annual Report	July 15 <sup>th</sup> *
Residents' Yearly Evaluation of Program Director	July 15 <sup>th</sup> *

Resident training will not be reported as complete to the American Osteopathic Association until all documents have been received by the AOA and reviewed by the AOA Evaluating Committee

Application for AOA Active Membership	July 15 <sup>th</sup> *
New Mailing Address Information	July 15 <sup>th</sup> *

**\* These due dates only apply to those Residents that begin training July 1<sup>st</sup>. Residents on a different cycle must contact the Academy office to establish a calendar for residency requirements.**

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## RESIDENTS' MONTHLY LOGS

Monthly logs must be submitted by the resident to the Program Director and the Director of Medical Education. These logs must be available during hospital inspections. **DO NOT SEND MONTHLY LOGS TO THE AOA.** The monthly logs must be completed on the AOA case log system at [www.aoacaseolog.org](http://www.aoacaseolog.org) and these logs must be kept on file at the Residency Program, in compliance with the Basic Standards for Residency Training in Orthopedic Surgery. Programs under ACGME accreditation must log cases in the ACGME system; unless approved by the AOA to provide Experience Reports in the AOA Case Log System.

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## RESIDENTS' ANNUAL REPORT

The resident Annual Report must be completed and finalized on the AOA case log system at [www.aoacaseolog.org](http://www.aoacaseolog.org). Refer to the Calendar of Residency Requirements for due dates (*Page 3*).

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## SCIENTIFIC PAPERS

Three scientific papers must be submitted during the course of your residency. These are due in the 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> year of residency per the Calendar of Residency Requirements.

The papers submitted must be on different topics each year. The Program Director must review and approve the scientific paper before the submission date. All papers must be written in the American Psychological Association format. Please see the attached link for further information on the APA format: <http://owl.english.purdue.edu/owl/resource/560/01/>.

The title page must include:

- A. Resident's Name.
- B. Residency Program Name.
- C. Name of the Program Director.
- D.. Year of Residency for Which Paper Submitted, i.e. 3<sup>rd</sup>, 4<sup>th</sup> or 5<sup>th</sup>.
- E. Date of Preparation.
- F. Category (General, Hand, Sports, Pediatrics, Spine, Trauma, Adult Reconstructive, Foot and Ankle, Shoulder and Elbow).

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## Guidelines for Submission of Papers/Abstracts to The JAOAO

To have your paper considered for publication in The Journal of the American Osteopathic Academy of Orthopedics, abstracts must be original research on any topic related to the field of orthopedics.

Submission guidelines are available at <https://aoao.org/submit-to-jaoao/>.

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## SCIENTIFIC POSTERS

A Scientific Poster may be substituted for ONE scientific paper during the residency program. This must have the approval of the Residency Program Director.

Your poster may be exhibited at the AOA Annual Meeting during the following academic year (years 3 and 4). Residents in their 5<sup>th</sup> year of training may exhibit a poster at the next Annual Meeting, following the completion of their training. This meeting is usually held in either September or in October each year. Guidelines for submission are available on the AOA website at [www.aoa.org/meetings](http://www.aoa.org/meetings).

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## MONETARY AWARDS

Monetary awards are given to those who are judged and place first, second and third for scientific papers submitted through the AOA Case Log System as well as posters submitted for the Annual Meeting.

To be eligible for awards, papers must be submitted by July 15<sup>th</sup> of the year in which they are due. Any late papers will not be judged for a monetary award. (The date of July 15<sup>th</sup> only applies to those residents that begin training July 1st. All other resident papers must be submitted fifteen (15) days after the completion date in the year in which they are due).

Following are the categories for awards:

- General Orthopedics
- Hand
- Sports Medicine
- Pediatrics
- Spine
- Trauma
- Adult Reconstructive
- Foot and Ankle
- Shoulder and Elbow

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## BASIC STANDARDS

It is the Resident's responsibility to review the AOA Basic Standards by accessing the AOA website at <http://www.aoa.org/pdfs/residents/BasicStandards.pdf>. The AOA Basic Standards must be reviewed.

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## AOA EVALUATING COMMITTEE

The AOA Evaluating Committee meets to review the finalized documentation from residents and Program Directors from the AOA case log system. The Committee recommends to the American Osteopathic Association the status of approval of a resident's training for the current year.

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## AOAO CANDIDATE MEMBERSHIP

To apply go to – <http://www.aoao.org/members/join.iphtml#candidate>

### Candidate Membership

Candidate-Resident/Fellow Members must be physicians enrolled in an osteopathic or allopathic residency or fellowship training program in the United States or Canada.

A full list of benefits is listed online at <https://aoao.org/groups/raoao/>.

### No annual dues for Candidate Members.

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## AOAO TRANSITIONAL MEMBERSHIP

Once residency is completed, candidates qualify for transitional membership in the AOAO. Dues for one year are 50% of the full amount. Any resident advancing to fellowship training may still receive complimentary dues for his/her year of fellowship training. The AOAO office staff will automatically upgrade membership to “transitional” unless fellowship training information is provided.

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## BOARD CERTIFICATION

The American Osteopathic Academy of Orthopedics (**AOAO**) does **NOT** conduct Board certification of Osteopathic Orthopedic Surgeons.

This is handled by a separate entity, the **AMERICAN OSTEOPATHIC BOARD OF ORTHOPEDIC SURGERY (AOBOS)**. They administer Board Certification in Orthopedic Surgery for the American Osteopathic Association.

Please refer to the current AOBOS “Handbook for Candidates for Board Certification” which is located on the web at [www.aobos.org](http://www.aobos.org) for detailed specific requirements.

**Any questions relative to the Board Certification process should be referred to the AOBOS. Their address and phone are listed on Page 2 of this handbook.**