



POINT SYSTEM FOR DETERMINATION OF ACOEM FELLOWSHIP ELIGIBILITY

Physicians are eligible to apply for Fellowship when the following application requirements are met:

- Must be a member in good standing of ACOEM for the last three years;
- Must have practiced occupational/environmental medicine on a full-time basis for three years;
- Must have a high level of expertise and training in occupational medicine as evidenced by certification from the American Board of Preventive Medicine in occupational medicine or another medical board acceptable to the Board of Examiners for Fellowship Candidates;
- Must have accumulated a total of **150 points** according to the point system outlined below.

The application consists of the following **required** documents:

- Claim for Points form
- Supporting documentation labeled with the corresponding letter and number from the Claim for Points
- Two (2) Letters of Recommendations from ACOEM Fellows. Letters of recommendation should be sent **directly from the author to the Board of Examiners, not to the candidate. Letters which are forwarded from the candidate to the Board of Examiners are not acceptable.** Following is the address for submission of letters of recommendation:

ACOEM, 1114 N. Arlington Heights Road, Arlington Heights, IL 60004, Attn: Susan Mamola;
E-mail smamola@acoem.org; Fax: 847-818-8347.

- An up-to-date Curriculum Vitae (CV)
- Photo of the Candidate (optional)
- Signature of a current component society officer. **(You may not sign your own application.)**
- Remittance of the required, non-refundable application fee of \$100

Failure to comply with any of the Fellowship requirements (proper endorsement, CV, etc.) and/or failure to submit any of the required documents will result in the application being considered incomplete and will not be reviewed by the Board of Examiners until it is complete.

THE POINT SYSTEM

Members who aspire to Fellowship must submit a Claim for Points, as well as documentation (as outlined below), with their application. **Submission of the required curriculum vitae does not suffice.**

- Points may be accumulated over a period of time.
- Points can be awarded for past as well as present activities.
- All documentation supporting the Claim for Points must be labeled with the corresponding letter and number from the Claim for Points.
- Claims for points for ACOEM activities on a **National level only** will require just a statement from the member of the dates involved. This information (B-1, 2, 3, 4, and F-1) will be verified by ACOEM records. All other claims for activity on the component level, or for non-ACOEM activity require supporting documentation.
- Component activities must be verified by a letter from a current component officer or with copies of meeting certificates.
- Meeting attendance or activities of other professional societies must be verified in writing.
- Reprints of papers will be the required proof for points claimed for publications.
- A copy of the printed program of a professional society meeting will constitute proof of presentation of a scientific paper at a meeting.
- Faculty appointments must be verified by the head of the medical/professional school.

A. BOARD CERTIFICATION - Mandatory

MAXIMUM 25 POINTS
MINIMUM 5 POINTS

1. Current certification by:
 - a. the American Board of Preventive Medicine (ABPM) in occupational medicine, (25 points) or
 - b. the American Osteopathic Board of Preventive Medicine (AOBPM), (25 points) or
 - c. Canadian Board of Occupational Medicine (CBOM) certification, (25 points) or
 - d. Certification by an international academic body in occupational medicine. (25 points)

-OR-

2. Current ABPM or AOBPM certification in other than occupational medicine. (10 points)
3. Certification by a specialty Board recognized by ABMS or AOA. (5 points)

B. ACOEM ACTIVITIES AT THE NATIONAL ACOEM

MAXIMUM 120 POINTS
MINIMUM 20 POINTS

Mandatory (Maximum 40 points)

1. Must have attended two conferences (one within three years of application) of an American Occupational Health Conference (AOHC) in the spring or State-of-the-Art Conference (SOTAC) in the fall. (10 points per conference)

Maximum 40 points

Optional (Maximum 80 points)

2. Attendance at a meeting of the ACOEM House of Delegates as a delegate (15 points per attendance) Maximum 30 points
3. Service on an ACOEM council, standing or ad hoc committee. Does not include being a special interest section member. (15 points per council or committee) Maximum 30 points
4. Service as a chairman of an ACOEM council or standing or ad hoc committee. (20 points) Maximum 20 points

C. COMPONENT SOCIETY ACTIVITIES

(Does not apply to International/Direct members)

MAXIMUM 80 POINTS
MINIMUM 20 POINTS

Mandatory (Maximum 30 points)

1. Members of a component society must have attended at least two component society meetings (one within three years of application). (10 points per meeting) This requirement does not apply to Direct/International members.

Maximum 30 points

Optional (Maximum 50 Points)

2. Service as an officer of an ACOEM component society. (15 points) Maximum 30 points
3. Service as a director or chairman of a standing committee of a component society. (10 points) Maximum 20 points

D. OTHER PROFESSIONAL SOCIETY ACTIVITIES

MAXIMUM 65 POINTS

1. Service on:
 - a. a state medical society committee on occupational health (10 points), or
 - b. on the board of a national or international occupational medical society acceptable to the Board of Examiners. (15 points) Maximum 15 points

2. Attendance (5 points per meeting) at:
 - a. an **international** congress on occupational health,
 - b. at an annual meeting of the American Industrial Hygiene Association,
 - c. American Academy of Industrial Hygiene, or
 - d. similar **national** professional meeting as approved by the Board of Examiners

Maximum 20 points

3. Attendance at any course pertaining to occupational medicine sponsored by an organization approved by the Board of Examiners, not including ACOEM sponsored courses. (5 points per day of attendance)

Maximum 30 points

E. CONTRIBUTIONS TO SCIENTIFIC MEETINGS AND LITERATURE

MAXIMUM 90 POINTS

1. Presentation of a scientific paper on occupational medicine or participation in a panel on occupational medicine at the AOHC, SOTAC or other national meeting approved by the Board of Examiners (15 points)
2. Publication of a paper on occupational medicine in the *Journal of Occupational and Environmental Medicine* (JOEM) or other peer reviewed journal approved by the Board of Examiners and/or a chapter in a recognized text, etc. (20 points - If points have already been awarded for presentation of the paper at a scientific meeting, only 10 additional points will be awarded for publication of the same paper.)

Maximum 30 points

Maximum 60 points

F. CONTINUING EDUCATION

MAXIMUM 50 POINTS

1. Attendance (10 points for each full day; 5 points for each half day; 15 points for each BC segment) at:
 - a. any ACOEM post-graduate seminar, or
 - b. completion of any segment of the ACOEM Basic Curriculum (BC), or
 - c. any other program directly sponsored by ACOEM (MRO, ADA, etc.)
 - d. Completion of an ACGME approved residency in occupational medicine (15 points)

Maximum 50 points

G. FACULTY APPOINTMENT

MAXIMUM 30 POINTS

1. *Currently* holding a full-time faculty position relating to occupational medicine involving teaching responsibility at an LCME medical accredited or an accredited school of public health. A letter is required from the school indicating hours per year. (30 points)

Maximum 30 points

OR

2. *Currently* involved in teaching responsibilities with a part-time faculty appointment relating to occupational medicine. A letter is required from the school or medical center indicating hours per year. (20 points)

Maximum 20 points

OR

3. *Currently* involved in teaching responsibilities without a faculty appointment relating to occupational medicine. A letter is required from the school or medical center indicating hours per year. (10 points)

Maximum 10 points

Sample Claim Form

CANDIDATE'S NAME: John Doe, MD, MPH		DATE: 9-15-03				
A: Board Certification	Mandatory	Description	Maximum 25 pts	Minimum 5 pts	Points Claimed	
A1a: ABPM Board in OM		1993 Board Certified in Occupational Medicine	25	0	25	
A1b: AOBPM Board Certification			25	0		
A1c: CBOM Board Certification			25	0		
A1d: Int'l OM Academic Certification			25	0		
A2: ABPM or AOBPM Board Certification other than OM			10	0		
A3: Specialty Board Certification by ABMS or AOA			5	0		
			Total Section A (25 max)		25	
B: Nat'l ACOEM Activities Mandatory		Description	Maximum 120 pts	Minimum 20 pts	Points Claimed	
B1: AOHC or SOTAC attendance (10 pts/conference)	2 Mandatory 1 within last 3 years	AOHC 1999 AOHC 2001 SOTAC 2002	40	20	10 10 10	
B2: Service as delegate to HOD (15 pts /attendance)	Optional	Delegate to two meetings of the ACOEM House of Delegates (1995 and 1996)	30	0	30	
B3: Service on an ACOEM Council/Committee (not incl. Sections (15 pts each)	Optional	Served on ACOEM Council on Education (1993) and Membership Committee (1996)	30	0	30	
B4: Service as a chair of ACOEM Council or Committee	Optional	Served as chair of the Council on External Affairs (1995)	20	0	20	
			Total Section B (120 max)		110	
C: Component Activities (not required of Direct members)	Mandatory	Description	Maximum 80 pts	Minimum 20 pts	Points Claimed	
C1: Attendance at Component Society Meeting (10 pts/mtg)	1 Mandatory 1 within last 3 years	Attended two meetings of my component society (certificates attached)	30	20	20	
C2: Service as an ACOEM Component Officer (15 pts/term)	Optional		30	0		
C3: Service as a director or chair of a component Committee (10 pts/term)	Optional		20	0		
			Total Section C (80 max)		20	
D: Other Professional Society Activities	Optional	Description	Maximum 65 pts	Minimum 0 pts	Points Claimed	
D1: Service on:			15	0		
1a: state medical society committee on OM (10 pts)	Optional	Served on my State Comm. on Occup. Health (letter of appointment attached)			10	
1b: board of a national or Int'l. OM society (15 pts)	Optional					
D2: Attendance (5 pts per meeting) at:			20	0		
2a: an international congress on occupational health	Optional					
2b: an annual mtg of the American Industrial Hygiene Assoc.	Optional					
2c: an annual mtg of the Amer. Acad. of Industrial Hygiene	Optional					
2d: a similar national professional meeting approved by BOE	Optional					
D3: Attendance at any non-ACOEM course pertaining to OM Which is approved by BOE (5 pts/day of attendance)	Optional	Attended courses pertaining to OM (certificates attached - CME 5 days)	30	0	25	
			Total Section D (65 max)		35	

CANDIDATE'S NAME: John Doe, MD, MPH		DATE: 9-15-03			
E: Contributions to Scientific Meetings & Literature	Optional	Description	Maximum 90 pts	Minimum 0 pts	Points Claimed
E1: Presentation of a scientific paper or panel participation at a national meeting (15 pts each)	Optional	Presented paper at SOTAC in Toronto 1996 (program attached)	30	0	15
E2: Publication of a paper on OM in JOEM or other peer Reviewed journal, or chapter in a recognized text (20 pts: 10 pts if points have already been awarded for presentation at a scientific meeting.)	Optional		60	0	
			Total Section E (90 max)		15
F: Continuing Education – 10 pts/full day; 5 pts/ half day; 15 pts for each BC segment	Optional	Description	Maximum 50 pts	Minimum 0 pts	Points Claimed
F1a: Any ACOEM post-graduate seminar	Optional	Attended 2 full-day ACOEM post-grad seminars in 1993 and 1/2 day in 1996			25
F1b: Completion of any segment of the ACOEM Basic Curriculum (BC)	Optional	Basoc Curriculum segments in 1996			30
F1c: any other program directly sponsored by ACOEM (MRO, ADA, etc.)	Optional				
F1d: Completion of an ACGME approved Residency In occupational medicine (15 pts)	Optional				
			Total Section F (50 max)		50
G: Faculty Appointment	Optional	Description	Maximum 30 pts	Minimum 0 pts	Points Claimed
G1: Currently holding a full-time faculty position relating to OM	Optional	Currently holding faculty position teaching OM (letter from university attached)	30	0	30
G2: Currently holding a part-time faculty position relating To OM	Optional		20	0	
G3: Currently involved in teaching responsibilities without a Faculty appointment	Optional		10	0	
			Total Section G (30 max)		30
			TOTAL POINTS	MAX 460	MIN 150
					285
VERIFICATION DATE:		VERIFIED BY:	Total Points Verified		

SAMPLE CLAIM

The above is a sample of the type of claim form that **must** be sent to the ACOEM Headquarters Office along with your Fellowship Application.

Any application received without a Claim for Points, CV, or other substantiating materials will be considered incomplete and will not be reviewed by the Board of Examiners until it is complete.