



A Resource Guide to Offering ABIM MOC Points

This guide was developed by the Massachusetts Medical Society to assist accredited providers with the necessary steps needed to offer American Board of Internal Medicine (ABIM) Maintenance of Certification (MOC) Part II — Medical Knowledge for their CME activities.

1 GETTING STARTED

- Meet with your Director of Medical Education and CME Committee and/or other CME stakeholders to establish a commitment to launch a pilot program to award ABIM MOC credits for your institution.
- Review the [ABIM's MOC Assessment Recognition Program Guide](#).
- Develop an Action Plan and Timeline to register your first educational activity for ABIM MOC points.
- Review the ACCME's Program and Activity Reporting System (PARS) tutorial on how to register [CME activities for MOC Points](#).

2 PLANNING YOUR MOC ACTIVITY — MEETING THE REQUIREMENTS FOR ABIM MOC PART II FOR MEDICAL KNOWLEDGE

- **Identify practice gaps/needs and ensure relevance to physicians certified in internal medicine.** Addressed as part of your CME planning process and may be documented on your activity planning form. (ABIM 2)
- **Review and certify the activity for CME credit.** The activity must be directly or jointly provided by a provider accredited within the ACCME system and certified for *AMA PRA Category 1 Credit™*. (ABIM 1)
- **Determine which evaluation method you will use.** The activity must include an evaluation component that measures the impact of the activity on the physician learners' knowledge, strategies/skills, performance, and/or patient outcomes. *Examples of evaluation methods can be found in Appendix A of the [ABIM Program Guide](#).* (ABIM 3)
- **Set a Minimum Participation Threshold and Provide Feedback to Learners.** The activity must include a minimum MOC participation threshold demonstrating physician learners' meaningful engagement in the activity and provide feedback to learners. (ABIM 4)

Determine how you will establish a minimum participation threshold. (i.e., score, correct verbal or written responses). Identify who will review the responses and ensure that the learner meets the minimum threshold. Establish a process to provide learner feedback based on the activity and evaluation method used. Suggestions include immediate feedback in live activities, email sent to participants with speaker's takeaway points following an activity, or using a post-test, where feedback can be providing the correct answers and the rationale. Other examples of evaluation methods can be found in the ABIM Program Guide: [ABIM Evaluation Examples](#).

- **Determine where you will place the ABIM MOC Recognition Statement to inform learners that the activity is approved for MOC points prior to the start of the activity.** This statement may be added to brochures, online, electronic, or print marketing. *The Recognition Statement can be found on page 6 of the [ABIM Program Guide](#).* (ABIM 5)

- **Select at least two peer reviewers to review the activity and materials.** The activity or its content is peer-reviewed by at least **two** reviewers who are not the author(s). These clinicians should be sufficiently familiar with the subject matter of the activity or material to be able to render an opinion as to whether the activity or materials align with the learning objectives and are fair, accurate, and free of commercial bias. *Required for all activity types except Internet Searching and Learning, Performance Improvement, and Test Item Writing.* Suggestions include having members of your CME Committee or medical staff serve as reviewers. This may already be part of your planning process. (ABIM 6)
- **Privacy and Security Compliance. Check with your organization’s data information team to ensure you follow security regulations.** Providers are responsible for ensuring that data privacy and security safeguards are in place and conform to all relevant regulatory and industry requirements.

3 REGISTER ACTIVITY IN ACCME’S PARS

- Once you have identified how you will develop and implement all the above processes and collect the required data points, you are ready to register your activity in PARS.
- Select ABIM from the list of participating Boards.
- Register your activity for MOC in PARS prior to the event so it can be populated into the ACCME’s CME Finder.
- Attest that you’ve met the requirements of the Board and complete the information needed, including number of points awarded, credit type, start and end date of activity, fee for participation, and URL for additional program information. If an activity URL is not available, please provide your organization’s URL.

4 COLLECTING AND REPORTING DIPLOMATES’ INFORMATION FOR ABIM MOC

- **Establish a process to collect participant data and obtain permission to share the information in the table below with the ACCME.** This may be done by adding a check box to your registration or sign-in sheet that reads “Do you wish to receive ABIM MOC points for your attendance today? ___ Yes ___ No. By checking Yes, you authorize *insert your organization’s name* to share the following information with the ABIM.”

TABLE 1: PARTICIPANT COMPLETION INFORMATION

Field Name	Description
ABIM ID	Every ABIM board-certified physician has a unique, six-digit ABIM ID number.
First Name	Physician learner’s first name.
Last Name	Physician learner’s last name.
DOB	Physician learner’s date of birth (mm/dd).
Activity Completion Date	Date (mm/dd/yyyy) the physician learner completed the activity.
MOC Points	MOC points are equivalent to the amount of CME credits claimed by the physician learner for the activity.
MOC Credit Type(s)	Indicate the credit type(s) for which the MOC points should be granted. Credit types include medical knowledge, practice assessment, and patient safety.

- Any diplomate who is unsure of his or her ABIM ID can look it up on the [ABIM website](#).

- **Consider the process and timing of submitting learner data into PARS after the activity has been completed.** This information will be directly submitted to the ABIM through the ACCME's PARS. Additional support on entering learners' data is available at www.accme.org/tutorials/submitting-learner-data-pars-for-moc.
- All learner data is required to be submitted to the ACCME's PARS for ABIM MOC points by December 31 annually. Our recommendation is to submit this information as soon as the activity is completed or on a monthly basis. Please keep in mind that learners are eager to see that their information has been submitted in order to maintain their license.
- Diplomates will receive an email from the ABIM letting them know that MOC points have been submitted on their behalf.

5 MAINTAIN DATA FOR ACTIVITY AUDIT

As a requirement of participating in the ABIM MOC Assessment Recognition Program, accredited providers agree to participate in an audit of their activity(ies), if selected, and to allow the ACCME to share the results of the audit with ABIM. Consider where and how you will maintain activity records for submission if audited. The [ABIM Audit Structured Abstract](#) is a helpful tool for planning purposes as well as identifying what you'll need to provide if audited.

6 ADDITIONAL RESOURCES AND FAQs

- **Additional MOC information** can be found on the ACCME's website under CME Collaborations: www.accme.org/cme-support-moc.
- **CME that Counts for ABIM MOC:** www.accme.org/abim-moc.
- **Marketing your MOC Activity.** The ABIM MOC Badge can be used on promotional materials to let learners know that the activity will count for MOC: www.accme.org/sites/default/files/2018-04/ABIM_MOC_Badge.zip.
- **Frequently Asked Questions (FAQs)** on CME for MOC: www.accme.org/faq/7921.