

**Certification in Medical Quality**

**CMQ**

**Sponsored by the  
American Board of Medical Quality**

**2018**

**Candidate Handbook**

**(includes application forms for certification and recertification candidates)**

**Washington, DC**

# 2018 Examination: Certification in Medical Quality (CMQ)

## Introduction and Purpose:

The American Board of Medical Quality, with the cooperation of the American College of Medical Quality (ACMQ), will offer to ACMQ members, 2018 ACMQ national conference attendees, and other potential candidates a certification examination to test basic knowledge in medical quality management, including principles of clinical quality improvement.

## Suggested Study Materials:

Study materials in the basic tenets of medical quality management and clinical quality improvement as suggested by the American College of Medical Quality are:

- a. The ACMQ textbook **Medical Quality Management: Theory and Practice**, 2009;
- b. **The Health Care Quality Book: Vision, Strategy and Tools**. Third Edition. Nash D et al, 2014;
- c. **The Quality Handbook for Health Care Organizations**. Dlugacz Y et al, 2004;
- d. **Other resources that will be announced later.**

## Date/Time:

The CMQ test will be offered on Saturday, April 14, 2018 at a time to be announced later.

## Place:

The Mayflower Hotel, Washington, DC.

## Duration/Format:

Two hours/multiple choice questions (proctored examination)

## Examination Fee:

The fee is \$495, payable with exam application, not refundable but may be applied to the following year in the case of a candidate's cancellation.

Reduced fees are available for multiple candidates from a single organization or institution as follows: \$395 per candidate for two to five individuals and \$315 per candidate for more than five individuals. The special application for multiple candidates is on the ABMQ website.

## Candidate Eligibility Criteria:

1. Candidates must EITHER:
  - a. Have an MD, DO, DDS, DPM, DMD or DNP degree, with an active unrestricted license to practice (*documentation required*), and experience or expertise in using the principles of quality to improve clinical practice; OR
  - b. Have a PharmD, JD [health law], or other doctorate in a health-related field (*documentation required*), with experience or expertise in using the principles of quality improvement; OR
  - c. Be a holder of a postgraduate degree (*documentation required* of Master's or higher, e.g. MPH, MPA, MSc, MBA, MSN) and experience or expertise in using the principles of quality improvement; OR
  - d. Submit a written statement, to be reviewed and approved by the ABMQ exam committee, showing proof of:
    - i. training or participation in educational activities in healthcare quality, OR
    - ii. expertise in in quality management, measurement, assessment or improvement, OR
    - iii. full membership in the American College of Medical Quality.

2. Students and residents without a medical license who have been awarded the status of Quality Scholar by ACMQ may be approved as eligible to take the exam. Applications for Quality Scholars are provided on the ABMQ website.

### **Designation of successful candidates:**

Certified in Medical Quality (CMQ)

### **Application:**

All candidates for certification or recertification must complete the correct application from this manual or from the website. Email, mail or fax the application to ABMQ before March 24, 2018. All applications will be reviewed and approved by the Candidate Review Committee, appointed by the ABMQ Chair. All application forms are available on the ABMQ website.

If you meet the essential eligibility criteria for candidates you will be notified by email that your application has been approved.

### **Exam Rules:**

1. Candidates must report to the exam site as instructed on your letter of acceptance. Candidates arriving late may be admitted at the discretion of the chief proctor.
2. No pager, cell phones, alarms, or similar devices may be operative during the exam. Candidates will be reminded to turn such devices off prior to the exam. Any person using such devices may be dismissed from the exam room and disqualified from the examination. Tablets, e-readers and other handheld computers are also prohibited.
3. No books, reference materials, or study aids of any sort are allowed in the exam room unless stored in the back of the room as directed by the chief proctor.
4. Additional rules and guidelines will be distributed to all candidates before the exam.

### **ADA Compliance:**

It is the policy of ABMQ to comply with the Americans with Disabilities Act of 1990 (ADA) regulations governing both facilities and administration. ABMQ will take steps reasonably necessary to make its examination programs accessible to persons with disabilities. Appropriate and effective modifications and/or auxiliary aids will be provided to such persons with disabilities unless doing so would impose an undue burden on the ABMQ program or fundamentally alter the measurement of skills or knowledge that the program is intended to test. An applicant may request a change in certification procedures or process due to a disability, handicap or other reason. Such notice and documentation must be provided with the application for examination at least 45 days in advance of the examination date. The applicant is responsible for demonstrating that the request should be granted.

### **Exam Scoring:**

1. Examination questions, answers, and grading guidelines are developed and approved by the ABMQ Board of Directors.
2. There is no penalty for incorrect answers.
3. No credit is given for items for which more than one response is selected.
4. For the 2018 examination the passing score will be decided based on psychometric principles. All candidates achieving that score will be awarded the CMQ designation. The ABMQ Board of Directors reserves the right to change the grading system for future examinations in 2019 and beyond.

### **Reporting of Results:**

Candidates will receive the results of their examination in writing by May 31, 2018. Individual test scores will be released only to the candidate and only upon request.

### **Certification expiration:**

The initial CMQ certification expires after 5 years. Subsequent certifications, i.e., recertification, expire after 10 years.

### **Disclaimers:**

1. The Certification in Medical Quality (CMQ) recognizes that recipients have mastered a level of knowledge and a fundamental understanding of the basic tenets of medical quality as identified by the American Board of Medical Quality (ABMQ).
2. The ABMQ Board of Directors Applications Review Committee has reviewed and approved the eligibility criteria of all candidates for the CMQ. Candidates have verified by signature that the credentials listed in the CMQ examination application are correct. ABMQ is not responsible for any misrepresentation of candidates' credentials.
3. The study materials listed on this website may be suggested or developed by the American College of Medical Quality (ACMQ), which has no further influence over or access to the content of the ABMQ examination.

## **About ABMQ**

### **Goal:**

To support and promote professionally recognized and relevant credentials for physicians in the specialty of Medical Quality Management.

### **Mission:**

The mission of the American Board of Medical Quality is to evaluate and certify professionals and programs in the science and management of improving clinical processes and outcomes in systems that service and deliver health care.

American Board of Medical Quality  
Certification in Medical Quality  
**2018 EXAMINATION APPLICATION**  
APRIL 14, 2018, THE MAYFLOWER HOTEL, WASHINGTON, DC

Please mail this form to ABMQ, PO Box 5839, Takoma Park, MD 20912, or fax to 301-585-0296 or email (PDF files only) to [abmq@abmq.org](mailto:abmq@abmq.org) (credit card payments only). **Physicians must include a copy of current registration/confirmation of your medical license. Other healthcare professionals must include documentation of your professional or educational status.** You may be asked for additional backup documentation. If your application shows that you meet the necessary criteria in A. below you will receive confirmation by email. **Please complete all sections of this application. Incomplete applications will be returned.**

**A. Candidate Criteria:**

Candidates must (check at least ONE box that applies to you):

- Have an MD, DO, DDS, DPM, DMD or DNP degree, with an active unrestricted license to practice (*documentation required*), and experience or expertise in using the principles of quality to improve clinical practice; OR
- Have a PharmD, JD [health law], or other doctorate in a health-related field (*documentation required*), with experience or expertise in using the principles of quality improvement; OR
- Be a holder of a postgraduate degree (*documentation required* of Master's or higher, e.g. MPH, MPA, MSc, MBA, MSN) and experience or expertise in using the principles of quality improvement; OR
- Submit a written statement, to be reviewed and approved by the ABMQ exam committee, showing proof of:
  - a. training or participation in educational activities in healthcare quality, OR
  - b. expertise in in quality management, measurement, assessment or improvement, OR
  - c. full membership in the American College of Medical Quality.

**B. Personal and Professional Information:**

Name \_\_\_\_\_ Degrees \_\_\_\_\_

Organization \_\_\_\_\_ Job Title \_\_\_\_\_

Address of organization \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email (required) \_\_\_\_\_

Check here if you have special accessibility needs \_\_\_\_\_ Check here if you have other special needs \_\_\_\_\_

Medical or Graduate School \_\_\_\_\_ Year Graduated \_\_\_\_\_

Primary Specialty \_\_\_\_\_ Board Certified? Yes \_\_\_\_\_ Year \_\_\_\_\_ No \_\_\_\_\_

In which professional area(s) do you work? Check all that apply:

Clinical practice \_\_\_\_\_ Management/Consulting \_\_\_\_\_ Academic (teaching) \_\_\_\_\_ Academic (research) \_\_\_\_\_

Memberships in professional societies, check if applicable: ACMQ \_\_\_\_\_ AMA \_\_\_\_\_ ABQAURP \_\_\_\_\_ ACPE \_\_\_\_\_ NAHQ \_\_\_\_\_

**C. Brief Description of Employment, Experience or Expertise in Quality**

(OR you may attach a short CV that describes your quality experience or expertise)

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**D. Attestation**

I attest that the information given on or with this application is correct and current at the date below.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**E. Payment:**

The examination fee for 2018 is \$495. If paying by check or money order, please make payable to ABMQ. If your organization or institution is sponsoring multiple candidates, the fee schedule is \$395 per candidate for 2-5 candidates from a single institution and \$315 per candidate for more than 5 candidates from a single institution. Please see more information on the website at [www.abmq.org](http://www.abmq.org) under the Exam Fees section.

\_\_\_ Check enclosed, or

\_\_\_ Visa/Mastercard Card # \_\_\_\_\_ Exp. date \_\_\_\_\_ Sec. Code \_\_\_\_\_

Mailing address for credit card (if different from above in Section B) \_\_\_\_\_

Signature \_\_\_\_\_ Name on card \_\_\_\_\_

American Board of Medical Quality  
Certification in Medical Quality

2018 EXAMINATION APPLICATION FOR **RECERTIFICATION** CANDIDATES

APRIL 14, 2018, THE MAYFLOWER HOTEL, WASHINGTON, DC

Please print, complete, scan to PDF and email this application to [abmq@abmq.org](mailto:abmq@abmq.org) or fax the application to 301-585-0296. For payment by check please mail this form to ABMQ, PO Box 5839, Takoma Park, MD 20912. **You must include a copy of the current registration/confirmation of your medical license.** You will receive confirmation by email. **Please complete all sections of this application for recertification.** Incomplete applications will be returned.

**A. Recertification Candidate Criteria:**

Candidates for recertification in 2017 must have been awarded the CMQ designation in 2011 or 2012 and must have an active unrestricted medical license.

**B. Personal and Professional Information:**

Name \_\_\_\_\_ All Degrees \_\_\_\_\_

Organization \_\_\_\_\_ Title \_\_\_\_\_

Address of organization \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ E-mail (required) \_\_\_\_\_

Check here if you have special accessibility needs \_\_\_\_\_ Check here if you have other special needs \_\_\_\_\_  
(Please describe your accessibility or other special needs on a separate sheet and send with your application)

Primary Specialty \_\_\_\_\_ Board Certified? Yes \_\_\_\_\_ Year \_\_\_\_\_ No \_\_\_\_\_

In which professional area(s) do you work? Check all that apply:  
Clinical practice \_\_\_\_\_ Management/Consulting \_\_\_\_\_ Academic (teaching) \_\_\_\_\_ Academic (research) \_\_\_\_\_

Memberships in professional societies, check if applicable: ACMQ \_\_\_\_\_ AMA \_\_\_\_\_ ACPM \_\_\_\_\_ ACPE \_\_\_\_\_

**C. Brief Description of Employment or Experience in the years 2013-2017 since your certification**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**D. Attestation**

I attest that the information given on or with this application is correct and current at the date below.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**E. Payment:**

The examination fee for 2017 **recertification** candidates is \$350. If paying by check or money order, please make payable to ABMQ.

\_\_\_ Check Enclosed \_\_\_ Visa/Mastercard Card # \_\_\_\_\_ Exp. date \_\_\_\_\_ Code \_\_\_\_\_

Mailing address for credit card (if different from B. above) \_\_\_\_\_

Signature \_\_\_\_\_ Name on card \_\_\_\_\_