Candidate Bulletin for the 2017 Certification Examination in Nuclear Cardiology

Examination Window: Nov. 27 - Dec. 15, 2017

Registration Opens: June 1, 2017
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Disclaimer
The information contained in the 2017 Candidate Bulletin is valid for 2017 only. The Alliance for Physician Certification & Advancement™ (APCA™) and the Certification Board of Nuclear Cardiology (CBNC) certification program reserve the right to make changes in Policies and Procedures, including eligibility requirements and fees, from year to year.

Notice
In making application to sit for the 2017 CBNC Certification or Recertification examination, you are agreeing to all APCA and CBNC examination policies. You have the right and responsibility to request a complete set of APCA and CBNC policies prior to applying for the examination.

APCA and the CBNC certification program do not discriminate against any person on the basis of age, gender, sexual orientation, race, religion, national origin, medical condition, physical disability or marital status.
ABOUT CBNC AND APCA

The Certification Board of Nuclear Cardiology (CBNC) certification program was established in 1996 to develop and administer practice-related examinations in the field of Nuclear Cardiology and to award certification to those physicians who successfully complete the CBNC examination process. The objective of the CBNC certification program is to support optimal patient care and enhancement of the field through a certification program that promotes quality, professionalism and practice-based learning and improvement.

On December 31, 2015, the former Council for Certification in Cardiovascular Imaging (CCCVI) signed a merger agreement with The American Registry for Diagnostic Medical Sonography® (ARDMS®). On January 1, 2016, a new physician certification organization named the Alliance for Physician Certification & Advancement™ (APCA™) was created. APCA exclusively serves the physician community and supports its enduring commitment to continual learning and providing high-quality and compassionate patient care through certification.

The Certification Board of Nuclear Cardiology (CBNC) and the Certification Board of Cardiovascular Computed Tomography (CBCCT) assessments are now a part of APCA family of certification alliances. Development, administration and ongoing maintenance of these practice-based examination programs are conducted by Assessment Committees comprised of program diplomates and associated cardiovascular imaging experts, such as physicists and radiopharmacists.

The Purpose of Certification

APCA and the CBNC certification program are committed to the certification of Nuclear Cardiology practitioners. Certification provides practice-based requirements against which members of the profession can be assessed. The purposes of the CBNC certification program are as follows:

- to establish the domain of the practice of Nuclear Cardiology for certification
- to assess the level of knowledge demonstrated by Nuclear Cardiology specialists in a valid manner
- to encourage professional growth in, and enhance the quality of, the practice of Nuclear Cardiology
- to formally recognize individuals who meet the requirements set by CBNC
- to serve the public by encouraging quality patient care in the practice of Nuclear Cardiology

Candidates must pass a practice-based examination developed by experts in the field in concert with psychometric and test development experts. The examination is based on a substantial review and analysis of the current state of medical and scientific knowledge of nuclear cardiology as reflected in the medical literature and clinical practice. The examination is designed to comply with testing industry standards.

A certificate will be issued to successful Candidates who then may present themselves to the public as specialists in the field of Nuclear Cardiology. Successful Candidates may designate on letterhead, cards, etc. that they are “Diplomates of the Certification Board of Nuclear Cardiology”. A listing of certified physicians is available to the public on CBNC.org.

More than 12,000 individual certifications in nuclear cardiology have been granted since 1996 and over 11,300 practitioners in more than 50 countries are currently certified. There are over 2,500 physicians across more than 40 countries that have certified in cardiovascular CT with more than 1,500 of these physicians holding certification in both cardiovascular computed tomography and nuclear cardiology, and the numbers continue to grow.
CBNC Leadership
Assessment Committee
Thomas Holly, MD, Chairman
Raymond Russell, PhD, MD, Vice-Chairman

CBNC 2017 Examination Panel
Diwakar Jain, MD
Edward Miller, MD
Jeffrey Rosenblatt, MD
Aseem Vashist, MBBS
Edwin Wu, MD

CONTACT INFORMATION
Certification Board of Nuclear Cardiology (CBNC)
1401 Rockville Pike, Suite 600
Rockville, MD 20852 USA
Tel: 240-631-8151 Fax: 301-424-0875
Email: CBNC@apca.org • Website: www.CBNC.org

Examination Scheduling
Pearson VUE Scheduling Contact Information
(AFTER eligibility approval)
Online: www.pearsonvue.com/apca
Telephone: 1-877-258-9220*
*Nort

The best way to schedule an examination appointment with Pearson VUE is online at www.pearsonvue.com/apca. North American Candidates also have the option of calling the Pearson VUE Calling Center to schedule at 1-877-258-9220. Candidates outside of North America may visit www.pearsonvue.com/apca/contact for regional information. Pearson VUE test centers fill up quickly so to have a better chance of securing your preferred time and location, schedule as soon as you have received your scheduling information.
2017 IMPORTANT DATES & FEES

Examination Testing Window
Monday, November 27 - Friday, December 15, 2017

Registration Opens
Thursday, June 1, 2017

Certification Application Submission Deadlines
- Regular: Friday, August 4, 2017, $995
- Late: Friday, October 6, 2017, $1195

Continued in 2017! 13th Hour Deadline for those who missed the Regular & Late Deadlines
Monday, October 16, 2017, $2100

$50 Multimodality Discount
Applicants who are current Diplomates of the Certification Board of Cardiovascular Computed Tomography (CBCCT) or those who passed the CBCCT examination and hold Testamur status are eligible for a $50 discount.

Cancellation Deadlines & Refunds
Candidates who provide a written and signed request to cancel by Friday, November 17, 2017 are entitled to a refund of $795. Candidates who received a $50 multimodality discount will receive a refund of $745. Scan your SIGNED cancellation request and send as an attachment via email to CBNC@apca.org. Alternatively, you may fax your SIGNED cancellation request to 301-424-0875. Refunds will not be possible after November 17, 2017.

Incomplete/Incorrect Application Fee
Applications submitted without all required correct documentation are subject to a $75 resubmission fee.

Rescheduling Policy
If you must reschedule your appointment with Pearson VUE, you must do so within a minimum of 96 hours prior to the scheduled appointment time. You will be provided with an emailed confirmation notice indicating the new date and time for your examination. If you do not receive a confirmation email from Pearson VUE, your examination appointment has not been rescheduled and North American Candidates will need to contact Pearson VUE directly at 1-877-258-9220. Candidates outside of North America should visit www.pearsonvue.com/apca/contact for regional telephone contact numbers.

ABIM MOC Credit
Individuals who pass the 2017 examination and are enrolled in the ABIM MOC program may claim 20 points of MOC credit through ABIM. Please provide your 6-digit ABIM ID number on the CBNC application form.

NOTE: Your entire examination fee will be forfeited if:
- Your written cancellation request is received after the withdrawal deadline
- You never schedule your examination
- You do not keep your scheduled examination appointment
- You show up late for your appointment and the center is unable to accommodate you
ABOUT THE CBNC CERTIFICATION EXAMINATION

About the Examination
In order to become certified, Applicants must meet and document having met established eligibility criteria and pass a practice-based examination developed by CBNC diplomate experts and other specialists working in concert with psychometric and test development professionals. The examination is based on a substantial review and analysis of the current state of medical and scientific knowledge of nuclear cardiology as reflected in the medical literature and clinical practice. The examination is designed to comply with testing industry standards.

Examination Format
The examination format is electronic and administered on computer workstations. In 2017, Pearson VUE will host the examination in its test centers at locations around the world. The examination is comprised of 160 multiple questions, with four multiple choice options, all of which may be plausible, but only one of which is the correct or best answer. Many of the examination questions have exhibits which may be color or grayscale; motion or static. The workstation will include a workstation calculator which will be available for use during the examination. Use of a personal calculator is strictly prohibited during the examination. The examination is administered in English.

Examination appointments are four (4) hours in duration. This time includes five (5) minutes specifically allotted for the completion of the NDA and exit survey. There are NO scheduled breaks during the examination, but Candidates may take an unscheduled break to quickly use the restroom. However, the clock will continue to run and no additional time will be added to the testing time. Candidates are not permitted to leave the building once their examination has begun. It is strictly prohibited to access any electronic devices, study materials as well as foods and beverages at any time during administration of the examination, including the time you are permitted to use the restroom.

Tutorial on Computer-Based Format
CBNC offers a tutorial at www.CBNCTutorial.org to demonstrate how to move through a computer-based examination format. The tutorial video mimics the computer screens as examinees will see them during the examination and allows Candidates to view the functions available on Pearson VUE workstations in order to understand how to navigate through the electronic format. It is strongly recommended that applicants view the tutorial PRIOR to arriving at the testing center as it will NOT be available during the examination appointment. Please note that the tutorial does not address exam content.

Change of Address/Email Information
If any contact information changes after you submit your application (e.g., address, telephone, cell phone, email, etc.) it is imperative that you notify staff to ensure all documentation and information can reach you promptly. Contact information may be updated by logging into your CBNC online account or by registering for a CBNC online account at CBNC.org. You may also scan your SIGNED change of address notification and include as an attachment via email to CBNC@apca.org or you may alternatively fax your SIGNED notification to 301-424-0875.

Preparing for the Examination
A list of references and guidelines that may be helpful in reviewing for the examination can be found at CBNC.org. This list is not intended to imply endorsement of these specific references nor are the test questions taken from these sources. Another resource is the Examination Content Outline & Scope of Knowledge which identifies the specific content areas on the examination and the percentage of questions related to each area. The Examination Content Outline & Scope of Knowledge can be found on CBNC.org under the About the Examinations menu option.

Compliance with Test Center Rules
All testing cubicles, check-in areas and locker facilities are videotaped and audio monitored. CBNC staff can request DVD recordings of any of its test administrations.
2017 ELIGIBILITY REQUIREMENTS

FOR CANDIDATES TRAIDNED IN THE UNITED STATES (all criteria must be met to receive a U.S. certificate)

Requirement 1: Training/Experience in the provision of Nuclear Cardiology Services (Level 2 nuclear cardiology training, a minimum of 700 hours including 80 hours of Classroom and Laboratory (CLT) must be completed prior to submission of application)

A. Formal Training Pathway (sole pathway effective as of 2009)

1. Candidates must document Level 2 training in nuclear cardiology in accordance with ACC Core Cardiovascular Training Statement 4 Task Force 6: Training in Nuclear Cardiology (The “COCATS Guidelines”, revised in 2015). Training must occur at a center that has an ACGME or AOA-accredited training program in Cardiovascular Disease, Nuclear Medicine, or Radiology, AND

2. All Applicants must document Authorized User status OR a minimum of 80 hours of Classroom and Laboratory Training (CLT) in radiation safety that meets the NRC topic requirements. Documentation may be a copy of the facility RAM license listing the applicant’s name OR a copy of a certificate of completion of an 80 CLT course that meet NRC topic requirements. Preceptors must document that training for their fellows has included hands-on experience with laboratory activities as outlined in NRC 35.290 requirements. Training, including the CLT hours, must have been taken no more than seven (7) years prior to the date of the examination for which you are applying. CLT must be repeated if seven (7) or more years have elapsed since initial CLT & Applicant is currently not an Authorized User. Classroom and Laboratory Training (CLT) may be taken externally from one’s training program. If CLT hours were completed directly within the fellowship program, the preceptor must state this in the preceptor letter, AND

3. A preceptor letter must be provided from an individual who can verify the Candidate’s total training in nuclear cardiology. (See templates). The letter must document the dates of the Applicant’s training and be dated no earlier than seven (7) years prior to the examination for which you are applying. A preceptor must be an Authorized User who is one of the following:
   • Program Director of an accredited fellowship or residency in Cardiovascular Disease, Nuclear Medicine, or Radiology.
   • Director of Nuclear Cardiology laboratory at an institution with an accredited fellowship or residency in Cardiovascular Disease, Nuclear Medicine, or Radiology.

   If the program director is not an Authorized User, an Authorized User at the training institution must co-sign the letter to verify that the Candidate has had appropriate training in radiation safety, AND

4. Recentness of Training: If your nuclear cardiology training was completed seven (7) or more years prior to the date of the CBNC examination for which you are applying, you must also provide:
   • Documentation of at least 300 cases within the last 24 months at time of application (see template).
   • 30 hours of Category I CME completed within 36 months of application. 15 hours must be nuclear cardiology specific.
   • The other 15 hours can be from your general area of specialty. See Guidance on CME Credit on CBNC.org.
   • Authorized User status or a certificate of completion of an 80 hour CLT course taken no more than 7 years prior to the 2017 examination.

OR

B. “Experience” Pathway Candidates [no new Candidates accepted]
Candidates who did not receive nuclear cardiology training within the context of an accredited residency or fellowship program and who have sat previously for the CBNC examination may be eligible to sit. If you meet these criteria you must provide:

1. Documentation of Authorized User status (e.g., by copy of current facility radioactive materials license listing the Applicant’s name) OR provide a copy of a certificate of completion of a radioisotope handling and radiation safety course with a minimum of 80 hours of Classroom and Laboratory Training (CLT) which included all topic areas required by the Nuclear Regulatory Commission, taken no more than seven (7) years prior to the date of the examination for which you are applying, AND

2. A preceptor letter (see template)
   The preceptor must be certified by one of the following Boards: CBNC, ABNM, ABR, AOBNM or AOBR. ABIM certification alone does not qualify. If the preceptor is not an Authorized User, an Authorized User must co-sign to verify that the Candidate has had appropriate training in radiation safety. The preceptor letter must be dated no earlier than seven years prior to the examination for which you are applying and must document the training dates of the Applicant. The preceptor verifying training/experience for this pathway must include in the preceptor letter his or her NRC or Agreement State License Number, AND

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3. Documentation of ongoing experience as evidenced by interpretation of a minimum of 300 cases (current Nuclear Cardiology COCATS requirement for Level 2) in the preceding 24 months of application, **AND**

4. 30 hours of Category I CME completed within the 36 months preceding application. A minimum of 15 hours must be nuclear cardiology specific. (See the CME Credit section of CBNC.org for guidance on what can be counted). The remaining hours, up to a maximum of 15, may be in other areas of cardiology, nuclear medicine or radiology.

**Special Note:** All U.S. Candidates must submit evidence of either Authorized User status, (e.g., a copy of the facility’s radioactive materials license listing the Candidate’s name), **OR** a copy of a certificate of completion of a radioisotope handling and radiation safety course with a minimum of 80 hours which included all topic areas required by the Nuclear Regulatory Commission and dated no more than seven (7) years prior to the date of the examination for which you are applying.

If the Classroom and Laboratory Training (CLT) hours were an integral part of the fellowship program (i.e., CLT was completed at or through the institution with institutional faculty), the Candidate’s preceptor should include the following text in his/her preceptor attestation:

*Dr. __________ completed a minimum of 80 hours of Radioisotope Handling Classroom and Laboratory Training which meets the requirements of the Nuclear Regulatory Commission within his/her fellowship program. (Training must have been completed no more than seven (7) years prior to the date of the examination for which you are applying.)*

Training and experience requirements for licensure by the Nuclear Regulatory Commission (NRC) or Agreement States vary from state to state; therefore, Candidates seeking licensure should check with their regional NRC office or the office responsible for licensure in the Agreement State in which they practice. Information is also available on the NRC website: (URL accurate at time of press).

**Requirement 2: Licensure**

To become certified, Applicants must hold a current, unconditional, unrestricted license to practice medicine in the U.S. and must provide a copy of the current license showing expiration date.

Individuals with limited or training medical licenses may apply to sit for the examination. Certification will only be granted, however, when all requirements are met within 6 years of the examination, including holding a current unrestricted medical license. Such Candidates who pass the examination will be listed as “Testamurs” until all requirements for certification are fulfilled. Individuals in this situation should call the office for direction on documentation to be submitted as part of their applications.

**Requirement 3: Board Certification**

To become certified in nuclear cardiology, applicants must be physicians who hold current certification in one of the following: Cardiology, any of the ABIM Cardiology subspecialties, Nuclear Medicine or Radiology by a board which holds membership in the American Board of Medical Specialties or the Bureau of Osteopathic Specialists of the American Osteopathic Association.

All applicants must document current board certification.

Individuals enrolled in an ACGME or AOA fellowship or residency program in Cardiology, Nuclear Medicine, or Radiology may apply to sit for the examination. Certification will only be granted, however, when all requirements are met within 6 years of the examination, including board certification in Cardiology, Nuclear Medicine, or Radiology. Such Candidates who pass the examination will be listed as “Testamurs” until all requirements for certification are fulfilled.

**Special Note Regarding Testamur Status:** As noted above, individuals who pass the CBNC examination under Testamur status have six (6) years from passing the CBNC examination to document full licensure and successful certification in Cardiology, Nuclear Medicine or Radiology in order to have their Testamur status changed to Diplomate. This certification will expire 10 years from the date of passing the CBNC examination.
PRECEPTOR PROGRAM VERIFICATION FOR CANDIDATES TRAINED IN THE UNITED STATES

CBNC requires that preceptors who write letters attesting to Level 2 nuclear cardiology training for Applicants applying through the Formal Training Pathway have on file with the CBNC office a Program Verification document that verifies:

• the training institution’s fulfillment of the current COCATS Guidelines for nuclear cardiology training, Level 2, AND
• the appropriateness of the preceptor to serve in that capacity, (i.e., is an Authorized User under NRC 35.200 uses or the Agreement State equivalent and is listed on a RAM or included under a Broad Scope license).

The Program Verification letters are generally valid for three years. Visit the Preceptor Information section of CBNC.org for further details, to obtain a Program Verification template, or to utilize the search tool to determine whether your preceptor or institution has a verification form on file.

PRECEPTOR ATTESTATION LETTER TEMPLATES FOR CANDIDATES TRAINED IN THE UNITED STATES

Candidates who acquired Level 2 training through an accredited fellowship or residency program must submit an attestation from a preceptor Authorized User on organizational letterhead, dated within seven (7) years and addressed to the Certification Board of Nuclear Cardiology.

<table>
<thead>
<tr>
<th>SAMPLE LETTER FOR ATTESTATION OF FELLOWSHIP/RESIDENCY TRAINED APPLICANTS</th>
<th>Print on Organizational Letterhead</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. ___________ has completed a nuclear cardiology training program that meets the requirements for Level 2 as outlined in the ACC Core Cardiovascular Training Statement 4 Task Force 6: Training in Nuclear Cardiology (COCATS Guidelines), revised 2015, within an accredited fellowship or residency program.</td>
<td></td>
</tr>
<tr>
<td>Dr. ___________ completed Level 2 nuclear cardiology training between the dates of ___________ and ___________.*</td>
<td></td>
</tr>
<tr>
<td>I attest that Dr. ___________ is competent to independently function as an Authorized User under NRC 10 CFR 35.200 uses.</td>
<td></td>
</tr>
<tr>
<td>[If the Radioisotope Handling Classroom and Laboratory Training was a direct part of the fellowship program and the institution issues no certificate of completion, the Candidate’s preceptor should include the following text in his/her preceptor attestation:]</td>
<td></td>
</tr>
<tr>
<td>Dr. ___________ completed a minimum of 80 hours of Radioisotope Handling Classroom and Laboratory Training which meets the requirements of the Nuclear Regulatory Commission as an integral part of his/her fellowship/residency program.</td>
<td></td>
</tr>
<tr>
<td>[If the Radioisotope Handling Classroom and Laboratory Training was external to the fellowship program, the Candidate’s preceptor should include the following text in his/her preceptor attestation in addition to the Candidate submitting a Radioisotope Handling Course Certificate of Completion:]</td>
<td></td>
</tr>
<tr>
<td>Dr. ___________ completed a minimum of 80 hours of Radioisotope Handling Classroom and Laboratory Training which meets the requirements of the Nuclear Regulatory Commission external to his/her fellowship/residency program. This training was taken in a course offered by _________________________ and was completed between the dates of _______________ and ___________.</td>
<td></td>
</tr>
<tr>
<td>I attest that the above-named applicant completed hands-on laboratory training that meets the training requirements of NRC 10 CFR 35.290 or Agreement State equivalent as part of his/her nuclear cardiology training experience (statement required for all candidates).</td>
<td></td>
</tr>
</tbody>
</table>

Sincerely,

[Signature of Preceptor] [Printed name of Preceptor] [Title & Relationship to Applicant]

[The preceptor must attest that a current Program Verification letter is on file at the CBNC office and that the training of the individual referenced is in compliance with that document.]

☑ A statement regarding COCATS Guidelines on Level 2 training in nuclear cardiology at our institution as well as my status as preceptor or nuclear cardiology program director is on file at the CBNC office. The training of the above-named Applicant complies with all components of the statement on file.

*Special Note: The preceptor attestation letter cannot be written or dated earlier than the completion date for Level 2 training, including completion of Classroom and Laboratory Training (CLT).
Candidates who acquired Level 2 Training equivalent through experience (i.e., who did not receive nuclear cardiology training within the context of an accredited residency or fellowship program) AND who have sat previously for the CBNC examination must submit a preceptor letter on organizational letterhead dated within seven (7) years and addressed to the Certification Board of Nuclear Cardiology.

**FOR EXPERIENCE TRAINED U.S. APPLICANTS (PATHWAY CLOSED; NO NEW APPLICANTS)** - Contact CBNC staff for template.

*Special Note:* The preceptor attestation letter cannot be written or dated earlier than the completion date for Level 2 training, including completion of Classroom and Laboratory Training (CLT).

**Guidelines for Documentation:**

1. Nuclear Cardiology Training Attestation
   a) The Preceptor and/or Authorized User:
      i) must have the required credentials (listed on page 11) at the program where the Candidate trained; OR
      must have had the credentials and directed the Candidate’s nuclear cardiology training (e.g. a former program director),
      ii) must be in a position to verify and attest to the Candidate’s training, and
      iii) must have a Program Verification letter on file with CBNC.
   b) The Attestation Letter
      i) must be on appropriate letterhead and state the relationship of the author to the Applicant (e.g., Program Director)
      ii) must include the Applicant’s dates of training in nuclear cardiology
      OR
      iii) must be within seven (7) years of the date of the examination for which you are applying,
      OR
      iii) preceptor attestations older than seven years may be submitted WITH a letter from a current Authorized User program director or lab director (from training institution) verifying that the information in the original letter is accurate

2. Classroom and Laboratory Training (CLT)
   a) CLT may be separated temporally from the rest of training
   b) CLT must be repeated if seven (7) or more years have elapsed since initial CLT and Applicant is not an Authorized User

   c) must be documented with a certificate of completion as well as a statement included on the preceptor attestation or, if the CLT was integral to the Applicant’s training program, by statement included on the preceptor attestation

3. Documentation of 300 cases (when applicable):
   a) Documentation may be obtained from:
      • Lab Director
      • Hospital or practice administrator (MD or non-MD)
   b) A notarized letter attesting to number of cases constitutes the required documentation
   c) Cases must have been completed within 24 months preceding application

4. For CME guidance, please visit CBNC.org.

**Special Notes:**

• CBNC is not accepting NEW Applicants whose Level 2 equivalent was completed by experience.
• Preceptor letters and other supporting documentation must accompany the application. Preceptor templates may be found and completed on CBNC.org. Preceptors are STRONGLY encouraged to use these as the text has been crafted to include all elements needed.
• **If the preceptor is not an Authorized User, separate documentation from an Authorized User at the training institution must be provided to verify that the Candidate has had appropriate training in radiation safety.**
2017 ELIGIBILITY REQUIREMENTS FOR CANDIDATES RESIDING OR HAVING TRAINED OUTSIDE THE UNITED STATES

Special Notes:

• Candidates who meet any criteria from outside the U.S. will receive a non-U.S. certificate when they pass the examination. These certificates are not transferable to U.S. certificates at any time. If a certified individual relocates to the U.S., and subsequently satisfies all requirements for a U.S. Candidate, he/she must retake the examination to obtain a U.S. certificate.

• Applicants who have not completed their training in cardiology, nuclear medicine or radiology can sit as Testamur candidates. In order to become a Diplomate, these candidates must submit a copy of their diploma or specialist registration, within six years of successfully passing the CBNC examination. Certification will expire 10 years from the date of passing the certification examination.

Requirement 1:
Training/Experience in the provision of Nuclear Cardiology Services (must be complete at the time of application). A preceptor letter must be submitted on organizational letterhead and make one of the following statements:

• The Applicant has completed training/experience in nuclear cardiology equivalent to ACC COCATS Guidelines for Nuclear Cardiology Training, revised 2015, Level 2 between [MM/YYYY and MM/YYYY].

OR

• The Applicant has completed training that meets the national training requirements for the independent sub-specialist practice of nuclear cardiology in [COUNTRY] on [MM/YYYY].

Also, if the nuclear cardiology training was completed seven or more years prior to the examination for which the Applicant is applying, the letter must also verify ongoing experience as evidenced by interpretation of a minimum of 300 cases in the preceding 2 years.

Special Notes:

• Preceptor letters and other supporting documentation are to accompany application. Preceptor templates may be found and completed on CBNC.org. Preceptors are STRONGLY encouraged to use these.

• Preceptor letters must be dated no earlier than seven (7) years prior to the examination for which you are applying.

• Preceptor letters must be completed on paper with organizational letterhead and state the author’s relationship to the Applicant (e.g., Program Director)

• The letter must include the Applicant’s nuclear cardiology training dates.

SAMPLE LETTER FOR NON-US APPLICANTS

☐ Dr. _____________ has completed training/experience in nuclear cardiology equivalent to ACC Core Cardiovascular Training Statements 4 Task Force 6: Training in Nuclear Cardiology (“COCATS Guidelines”), revised 2015, Level 2, between [MM/YYYY and MM/YYYY].

OR

☐ Dr. _____________ has completed training that meets the national training requirements for the independent sub-specialist practice of nuclear cardiology in [COUNTRY] on [MM/YYYY].

The above referenced applicant ☐ has completed ☐ will complete national registration as a specialist in [Cardiology or Nuclear Medicine or Radiology] in [MM/YYYY].

If the Applicant completed his/her training in nuclear cardiology more than seven years prior to the examination for which he/she is applying, the attestation must also state:

☐ I verify that Dr. _____________ has completed a minimum of 300 nuclear cardiology cases in the last 24 months.

Sincerely,

[Signature of Preceptor] [Printed name of Preceptor] [Title & Relationship to Applicant]
**Requirement 2: Licensure**
Applicants must, at the time of application, hold a current, unconditional, unrestricted license to practice medicine and must provide a copy of the current license.

Testamur Applicants with a training medical license must provide a copy of their training medical license in addition to a letter on institutional letterhead from their Program Director stating the duration of training in the program as well as confirming that the individual is a fellow/resident in good standing.

**Requirement 3: Training in Cardiology, Nuclear Medicine or Radiology**
Non U.S. Applicants should submit a copy of their degree certificate in cardiology, nuclear medicine or radiology, or submit a letter of completion from their fellowship/residency program, or a copy of their national registration as a specialist in one of the above named areas. Documents should be submitted with an English translation.

**Conversion of Testamur to Diplomate Status**
Upon passing the CBNC examination Testamur Candidates will continue under “Testamur” status until documentation of a current, unconditional, unrestricted medical license and of certification, a diploma or national registration as a specialist in cardiology, nuclear medicine or radiology have been provided to the CBNC office. Diplomate status will be granted only when all requirements have been met. Applicants who pass the CBNC examination under Testamur status have six (6) years from passing the examination to document all requirements. Regardless of when a Testamur becomes a Diplomate, CBNC certification will expire 10 years from the date of passing the examination.
SUMMARY OF THE ACC Core Cardiovascular Training
Statements 4 Task Force 6: Training in Nuclear Cardiology,
Level 2 (The “COCATS Guidelines” revised 2015)

To Review the full COCATS Guidelines please go to CBNC.org

Overview of Nuclear Cardiology Training
Training in nuclear cardiology at all levels should provide an understanding of the indications for specific nuclear cardiology tests, the safe use of radionuclides, basics of instrumentation and image processing, methods of quality control, image interpretation, integration of risk factors, clinical symptoms and stress testing and the appropriate application of the resultant diagnostic information for clinical management. Training in nuclear cardiology is best acquired in Accreditation Council for Graduate Medical Education (ACGME) approved training programs in cardiology, nuclear medicine or radiology. An exception to this ACGME requirement is the didactic and laboratory training in radiation safety and radioisotope handling that may be provided by qualified physicians/scientists in a non-ACGME program when such a program is not available as part of the clinical ACGME training program. For laboratories that provide training to cardiology fellows, accreditation by the Inter-societal Commission for the Accreditation of Nuclear Laboratories (ICANL) is also recommended.

Didactic, clinical case experience and hands-on training hours require documentation in a logbook¹ and having the trainee's name appear on the clinical report or having some other specific record. The hours need to be monitored and verified by the nuclear cardiology training preceptor.

Specialized Training - Level 2 (Minimum of 4 Months)
Fellows who wish to practice the specialty of nuclear cardiology are required to have at least 4 months of training. This includes a minimum of 700 hours of radiation safety training in nuclear cardiology. There needs to be didactic, clinical study interpretation, and hands-on involvement in clinical cases. In training programs with a high volume of procedures, clinical experience may be acquired in as short a period as 4 months. In programs with a lower volume of procedures, a total of 6 months of clinical experience will be necessary to achieve Level 2 competency. The additional training required of Level 2 trainees is to enhance their clinical skills, knowledge, and hands-on experience in radiation safety and to qualify them to become authorized users of radioactive materials in accordance with the regulations of the Nuclear Regulatory Commission (NRC) and/or the Agreement States.

Didactic Program
• Lectures and self-study. The didactic training should include in-depth details of all aspects of the procedures listed in Table 1 (see below). This program may be scheduled over a 12- to 36-month period concurrent and integrated with other fellowship assignments. Alternatively, a fellow may choose to fulfill the advanced procedures by pursuing an additional year of fellowship dedicated to nuclear cardiology.
• Radiation Safety. Classroom and laboratory training needs to include extensive review of radiation physics and instrumentation, radiation protection, mathematics pertaining to the use and measurement of radioactivity, chemistry of byproduct material for medical use, radiation biology, the effects of ionizing radiation and radiopharmaceuticals. There should be a thorough review of regulations dealing with radiation safety for the use of radiopharmaceuticals and ionizing radiation and is a requirement in order to meet the NRC requirements and qualifications for becoming an authorized user. This experience should total a minimum of 80 hours and be clearly documented.

Interpretation of Clinical Cases
Fellows should participate in the interpretation of all nuclear cardiology imaging data for a minimum of 4 months training period. It is imperative that the fellows have experience in correlating catheterization or CT angiographic data with radionuclide-derived data in a minimum of 30 patients. A teaching conference in which the fellow presents the clinical material and nuclear cardiology results is an appropriate forum for such an experience. A total of 300 cases should be interpreted under preceptor supervision, from direct patient studies.

Hands-on Experience
• Clinical cases. Fellows acquiring Level 2 training should have hands-on supervised experience in a minimum of 30 patients: 25 patients with myocardial perfusion imaging and 5 patients with radionuclide angiography. Such experience should include pretest patient evaluation, radiopharmaceutical preparation (including experience with relevant radionuclide generators and CT systems), performance of studies with and without attenuation correction, administration of the dosage, calibration and setup of the gamma camera and CT system, setup of the imaging computer, processing the data for display, interpretation of the studies and generating clinical reports.
• Radiation safety work experience. Level II trainees must acquire 620 hours of work experience inclusive of radiation safety (in addition to the 80 hours of classroom and laboratory experience) during training in the clinical environment where radioactive materials are being used. This training should take place under the supervision of an authorized user who meets the NRC requirements of Part 35.290 or Part 35.290(c)(ii)(G) and 35.390 or the equivalent Agreement State requirements, and must include the following:
  
  a) Ordering, receiving and unpacking radioactive materials safely and performing the related radiation surveys;
  b) Performing quality control procedures on instruments used to determine the activity of dosages and performing checks for proper operation of survey meters;
  c) Calculating, measuring and safely preparing patient or research subject dosages;
  d) Using administrative controls to prevent a medical event involving the use of unsealed byproduct material;
  e) Using procedures to safely contain spilled radioactive material and using proper decontamination procedures;
  f) Administering dosages of radioactive material to patients or research subjects; and
  g) Eluting generator systems appropriate for preparation of radioactive drugs for imaging and localization studies, measuring and testing the eluate for radionuclide purity, and processing the eluate with reagent kits to prepare labeled radioactive drugs.

Additional experience

The training program for Level 2 training must also provide experience in computer methods for analysis. This should include perfusion and functional data derived from thallium or technetium agents and ejection fraction and regional wall motion measurements from radionuclide angiographic studies.

### Table 1 Classification of Nuclear Cardiology Procedures and Skills

<table>
<thead>
<tr>
<th>A. Procedures in which competency should be achieved during Level II training</th>
<th>B. Procedures in which medical knowledge should be demonstrated and achievement of competency may be accomplished during or after fellowship</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Myocardial perfusion imaging</td>
<td>1. PET myocardial perfusion imaging</td>
</tr>
<tr>
<td>a. SPECT, with or without attenuation correction</td>
<td>2. Myocardial blood flow quantification</td>
</tr>
<tr>
<td>b. ECG-gated perfusion images</td>
<td>3. Cardiac planar imaging</td>
</tr>
<tr>
<td>c. Stress protocols (exercise and pharmacologic)</td>
<td>4. Hybrid PET/CT and SPECT/CT</td>
</tr>
<tr>
<td>d. Viability assessment using SPECT and/or PET</td>
<td>5. Myocardial innervation</td>
</tr>
<tr>
<td>2. Radionuclide angiography</td>
<td>6. Myocardial metabolism</td>
</tr>
<tr>
<td>3. Use of methods for acquisition, reconstruction, and quantitative analysis of images</td>
<td></td>
</tr>
<tr>
<td>4. Appropriate radiation safety and quality improvement programs</td>
<td></td>
</tr>
<tr>
<td>5. Use of radiation monitoring instruments</td>
<td></td>
</tr>
</tbody>
</table>

1 Note: These logbooks are not to be submitted with the CBNC application.

2 This is a prerequisite for CBNC - Radiation safety work experience must total 620 hours inclusive of radiation safety (plus the 80 hours of classroom and laboratory) totaling 700 hours.

3 This is a prerequisite for CBNC - Radiation safety work experience must take place under an Authorized User who meets the NRC requirements of Part 35.290 or Part 35.290(c)(ii)(G) and 35.390 or the equivalent Agreement State requirements, and must include (a) through (g) as described above.

To obtain a copy of the complete COCATS Guidelines for Training in Nuclear Cardiology, visit CBNC.org.

### Guidance on CME Credit Hours

U.S. certification Applicants applying through the experience pathway (closed to new Applicants), or those whose nuclear cardiology training was completed 7 or more years prior to the date of the examination applied for must document 30 hours of Continuing Medical Education (CME) completed within 36 months of application. A minimum of 15 hours must be SPECIFIC to nuclear cardiology; a maximum of 15 hours may be in the Applicant’s areas of general expertise (e.g., cardiology, nuclear medicine, cardiovascular CT, echo, etc.) The CME hours must be AMA PRA Category I CME. Applications without the appropriate number of CMEs will incur a $75 penalty. CME completed after the final application deadline cannot be accepted. Further guidance on CME acceptability can be found on CBNC.org.

Non-US applicants must conform to the above, except that the activities are not required to be AMA PRA Category 1 CME. Contact CBNC staff with questions.
Documenting 300 Nuclear Cardiology Cases

Certification Candidates re-applying through the experience pathway (closed to new Applicants) or those whose nuclear cardiology training was completed seven (7) or more years prior to the date of the examination applied for, must document ongoing experience as evidenced by interpretation of a minimum of 300 nuclear cardiology cases (current COCATS requirement for Level 2) in the preceding 24 months. U.S. Applicants must have a letter of documentation submitted.

Non U.S. Applicants should have a statement of attestation on cases included on their preceptor statement (see page 11). Following are letter templates for U.S. Applicants. The templates are also found on CBNC.org and Applicants are strongly encouraged to make use of them. NOTE: For the purpose of certification, a study performed and/or interpreted may be counted only once. For example, although add-on codes are used for gated SPECT studies, this should count as only 1 case. The EXACT number of studies performed and interpreted must be provided. Applications containing approximated and/or rounded numbers will NOT be reviewed by the Eligibility Committee. Letters documenting level of service must be original, on appropriate letterhead and must be notarized. These letters are to be included with the application.

### Template to document 300 Cases: Practice-Based Physicians

<table>
<thead>
<tr>
<th>To Whom It May Concern:</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>RE:</td>
<td></td>
</tr>
<tr>
<td>Doctor’s Full Name</td>
<td></td>
</tr>
<tr>
<td>Doctor’s Date of Birth</td>
<td></td>
</tr>
</tbody>
</table>

This letter serves to confirm that Dr. ___________ is a practicing cardiologist working in our private practice group. Our records indicate that he/she has performed and interpreted nuclear cardiology studies in the preceding 24 months as follows:

- Myocardial imaging, positron emission tomography (PET) (please use the following): 78459
- Myocardial Perfusion (any one of the following): 78451, 78452, 78453, 78454, 78459, or 78549
- PET cardiac: 78491 or 78492 (multiple)
- Radionuclide angiography (any one of the following): 78472, 78473, 78481, 78484, or 78494

**Total nuclear cardiology studies: ####**

I attest that the numbers of studies provided above are exact numbers and are not rounded and/or estimates.

Sincerely,

Name
Title (President, CEO, or Business Manager)**

Sworn and subscribed to before me on

_________________________________________________  ________________________________

Notary Public

**In the absence of a formal director of the nuclear cardiology laboratory or if the Applicant is the director of nuclear cardiology, the letter should be written by the practice’s President, CEO, Business Manager or Chief Technologist.

### Template to document 300 Cases: Hospital-Based Physicians

<table>
<thead>
<tr>
<th>To Whom It May Concern:</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>RE:</td>
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<td></td>
</tr>
<tr>
<td>Doctor’s Date of Birth</td>
<td></td>
</tr>
</tbody>
</table>

This letter serves to confirm that Dr. ___________ is a practicing cardiologist working in our Nuclear Cardiology Lab. Our records indicate that he/she has performed and interpreted nuclear cardiology studies in the preceding 24 months as follows:

- Myocardial Imaging, Positron emission tomography (PET) (please use the following): 78459
- Myocardial Perfusion (any one of the following): 78451, 78452, 78453, 78454, 78459, or 78549
- PET cardiac: 78491 or 78492 (multiple)
- Radionuclide angiography (any one of the following): 78472, 78473, 78481, 78484, or 78494

**Total nuclear cardiology studies: ####**

I attest that the numbers of studies provided above are exact numbers and are not rounded and/or estimates.

Sincerely,

Name
Title (Nuclear Cardiology Laboratory Director)**

Sworn and subscribed to before me on

_________________________________________________  ________________________________

Notary Public

**In the absence of a formal director of the nuclear cardiology laboratory, the letter should be written by an appropriate supervising physician. If the Applicant is the Medical Director of the Nuclear Cardiology Laboratory, the letter should be from the Chief of Cardiology or the Chief of Staff of the Hospital.**
THE APPLICATION PROCESS

Preparing and Submitting your Application
Applicants must have completed ALL requirements (including Level 2 training in nuclear cardiology) before applying and must submit all correct supporting documents with the application. Incomplete or incorrect applications/documentation will incur a resubmission fee of $75. STAFF WILL CORRESPOND WITH APPLICANTS REGARDING THE STATUS OF THEIR APPLICATION VIA EMAIL THEREFORE YOU MUST PROVIDE A VALID EMAIL ADDRESS THAT YOU CHECK FREQUENTLY. Note: Email communications sent from CBNC may be filtered by certain personal and enterprise spam filters. This is beyond the control of CBNC. Therefore be sure to enable your spam filter to allow email from the APCA.org domain and the Prometric.com domain. Check your Junk Mail folder often to ensure emails from CBNC and Pearson VUE have not been filtered. If you do not receive notification from CBNC by email within 10 business days submitting your application electronically, contact the CBNC certification program staff.

As of 2016, CBNC accepts applications in online format ONLY. Applicants must submit their CBNC application, along with all the correct supporting documentation, electronically via CBNC.org through the Apply Now tab. Before submitting your application, carefully review the information in this Bulletin and on the CBNC website. Staff is available to respond to questions or discuss documents in advance to help Applicants be certain their materials meet CBNC certification program requirements.

Application Fees and Deadlines
The CBNC Application Window opens on June 1, 2017. Applications will not be reviewed prior to that date. Applications are accepted in online format ONLY.

REGULAR APPLICATION DEADLINE: your complete application, all supporting documentation, and the fee of $995, must be electronically submitted NO LATER THAN Friday, August 4, 2017 at 11:59pm (Eastern Time).

LATE APPLICATION DEADLINE: your complete application, all supporting documentation, and the fee of $1,195, must be electronically submitted NO LATER THAN Friday, October 6, 2017 at 11:59pm (Eastern Time).

For those who missed the regular and late deadlines, CBNC offers a 13th Hour FINAL APPLICATION DEADLINE. Applications must be electronically submitted no later than Monday, October 16, 2017 at 11:59pm (Eastern Time). The application must include all correct supporting documentation and the fee of $2,100.

Multimodality Discount
Current Diplomates and Testamurs of the Certification Board of Cardiovascular Computed Tomography (CBCCT) are eligible for a $50 multimodality discount off the application fee.

Payment and Refund Information
Payment of the examination fee must be made by credit card (American Express, VISA, MasterCard or Discover).
Applications submitted without all required correct documentation will be subject to a $75 resubmission fee. The application will not be approved until payment of the fee is received.

A refund in the amount of $795 ($745 to those who received the multimodality discount) will be made in response to written, SIGNED withdrawal requests through Friday, November 17, 2017. Scan your SIGNED request and send as an attachment via email to CBNC@apca.org or alternatively fax it 301-424-0875. No refunds will be made after that date. Administrative fees, late fees and resubmission fees will not be refunded.

Special Accommodations for Testing
The CBNC certification program, in accordance with the Americans With Disabilities Act (ADA, 1990), provides reasonable and appropriate accommodations for disabled individuals who supply appropriate documentation. Applicants requiring special accommodations must submit the Request for Special Accommodations form with their application. (This form can be found on CBNC.org under the Forms and Templates menu option). Medical documentation from an appropriate licensed professional or certified specialist who diagnosed the disability must accompany the request. The documentation must be submitted on the professional’s letterhead, provide a diagnosis of the disability and the test(s) used to determine the disability. The document must specify what accommodations are needed.

Reasonable accommodations provide disabled Candidates with a fair and equal opportunity to demonstrate their knowledge and skill in the functions being measured by the examination. Reasonable accommodations do not include actions that alter the purpose or nature of the examination. Reasonable accommodations are determined based upon the individual’s specific request, disability, documentation submitted and the appropriateness of the request. No additional cost is incurred by the Candidate.
Pearson VUE cannot comply with special accommodation requests made by Candidates taking the examination outside the U.S., U.S. territories or Canada where local operating conditions or local laws and customs render such request unlawful, impossible or economically unfeasible to perform.

Candidates who fail the Examination Three or More Times
Candidates who have not succeeded in passing the examination after three (3) attempts are required to show proof of additional training in nuclear cardiology. Training must be a minimum of 4 weeks (160 hours; need not be consecutive weeks) with a minimum of 100 nuclear cardiology cases read, documented by receipt of a preceptor letter. (Refer to CBNC.org for the “Additional Training Preceptor Letter Template”.) The preceptor must be an Authorized User certified by the CBNC, ABNM or ABR or the osteopathic equivalent. The additional training must begin after the date of the third failed examination attempt. This training will allow a Candidate to sit for an additional three years.

In addition, the Candidate must document 25 hours of Category 1 CME in nuclear cardiology specific activities taken to remedy deficiencies. The courses must have been taken within the last 18 months from the time of application. CME documentation must be included with the application.

Candidates who have not succeeded in passing the examination after six (6) attempts must re-take Level 2 nuclear cardiology training in an ACGME- or AOA-accredited institution.

Receipt of Your Application
Upon receipt of your application, an automated email will be issued to notify you that your application has been received. Your application will then be put in the queue to be reviewed.

Finalization of Your Application
If your application is incomplete you will be contacted by CBNC program staff via email for any of the following reasons: 1) failure to meet eligibility requirements; or 2) failure to meet deadlines; or 3) failure to submit a complete application, including correct supporting documents. If you failed to submit correct supporting documentation CBNC program staff will identify what is missing and request that you submit it promptly, along with payment of the $75 resubmission fee. This fee must be paid by credit card by logging in to your CBNC online account and choosing the Application Resubmission Fee option. Please be advised that Pearson VUE schedules Applicants on a First Come, First Served basis. It is advised that Applicants correct any application errors promptly. This will enable CBNC staff to approve the application sooner and therefore enable the Applicant a better chance to secure their preferred examination location and date.

Staff reviews applications as expeditiously as possible and in the order received. Once Applicants with incorrect or incomplete applications have been contacted and informed of the changes required to approve their application, their application will be put back in the review queue. Therefore, it is to the Applicant’s advantage to make sure the application is complete and correct prior to submission.

Those who do not rectify the application deficiencies by the date indicated will be deemed ineligible and issued a refund of $795 ($745 to those who received the CBCCT discount). Administrative fees, late fees and resubmission fees will not be refunded.

Application Approval
If your application is complete and all eligibility requirements are met, you will receive an Examination Confirmation Letter (ECL) email from CBNC advising you that you have been approved to sit for the examination.

Right to Audit
To maintain the integrity of its certification program, CBNC randomly audits a number of Candidate applications annually. CBNC may audit applications for up to one year following notification of successful certification or recertification. Candidates whose applications are audited will be asked to submit documentation supporting his/her eligibility to sit for the examination.

In addition, CBNC may request clarification or conduct an audit during review of an application. In such cases, Candidates will be contacted by CBNC and asked to submit additional information. Preceptors may also be contacted for clarification or verification of documentation or to provide documentation to verify training. If irregularities are discovered, the individual may be subject to penalties as identified in the APCA Compliance policies and procedures. The CBNC audit policy is available by request from CBNC staff.
SCHEDULING THE EXAMINATION

Scheduling
The CBNC examinations are hosted by Pearson VUE. Approved Candidates will be able to schedule their examination appointments as soon as they receive confirmation that their application has been approved. To obtain your preferred examination location and date you are encouraged to schedule your examination appointment as soon as you receive the Examination Confirmation Letter (ECL) email notification containing the eligibility information necessary to schedule your CBNC examination appointment with Pearson VUE. This ECL will include your examination Certification Number, links to the Examination Scheduling and Cancellation Guideline and CBNC Tutorial. You will need your examination Certification Number exactly as it appears in the email to schedule your examination with Pearson VUE via www.pearsonvue.com/apca.

To schedule your examination appointment, you will need to create an account with Person VUE, or log-in to your existing Pearson VUE account. When creating an account, you will be asked to provide your examination Certification Number which you received in the Examination Confirmation Letter (ECL). Testing centers fill up quickly so it is advised to schedule early. This will improve the likelihood of securing your preferred location and date. CBNC reserves the right to limit the number of Candidates taking the examination. Limitations due to seating availability at Pearson VUE test centers may also apply.

Rescheduling
If you must reschedule your appointment with Pearson VUE, you must do so within a minimum of 96 hours prior to the scheduled appointment time. You will be provided with an emailed confirmation notice indicating the new date and time for your examination. If you do not receive a confirmation email from Pearson VUE, your examination appointment has not been rescheduled and you will need to contact Pearson VUE directly. North American Candidates may call 1-877-258-9220. Candidates outside of North America, check www.pearsonvue/apca/contact for regional telephone numbers.

NOTE: Your entire examination fee will be forfeited if:
- Your written cancellation request is received after the published Refund Deadline (November 17, 2017)
- You never schedule your examination
- You do not keep your scheduled examination appointment
- You show up late and the center is unable to accommodate you

Cancelling
If you decide for any reason to withdraw from participation in the examination, you must cancel your appointment with Pearson VUE. To cancel an examination appointment, you must contact Pearson VUE by visiting the Pearson VUE/APCA website or by calling Pearson VUE at 1-877-258-9220, or the regional contact number if outside of North America. You must cancel the scheduled appointment no later than 96 hours prior to the scheduled examination appointment time. Once you have done this, you will receive a cancellation email from Pearson VUE.

To request a partial refund from CBNC, you must submit a SIGNED cancellation/partial refund request via email, CBNC@apca.org, or by fax to 301-424-0875 no later than Friday, November 17, 2017. If applicable, please include your Pearson VUE cancellation email with your request. Be advised, it may take up to 24 hours for your Pearson VUE cancellation to appear in our system.

The entire examination fee and seat are forfeited if we receive your cancellation request after the deadline. No refund will be possible after the withdrawal deadline date, or if you never schedule your examination or you do not keep your scheduled examination appointment. See the Important Dates and Fees section above for specifics on refund dates.

After cancelling, in order to sit for a future CBNC examination, you will need to make an application in the year you wish to sit and meet eligibility requirements in place at that time.

No Show
If you do not cancel a scheduled examination appointment by November 17 or for any reason you do not appear at the testing center for your scheduled appointment, you will forfeit all fees paid and no refund will be provided. If you are deemed eligible to take the examination, but do not schedule an appointment and do not request a refund by November 17 you are considered a “No Show” Candidate and forfeit all fees. If you cancel or fail to appear for the examination you will be required to file a new application, pay applicable fees and meet applicable eligible criteria to sit for future examinations. CBNC is not able to hold applications or application support materials from year to year.

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Candidates who are unable to take their examination due to extraordinary circumstances (i.e., illness) can submit an appeal to appeals@apca.org. Due to the limited availability of seats for rescheduling within the CBNC examination window, Candidates are urged to submit their appeal as soon as possible. Appeals are considered on a case by case basis. (See Examination Appeals on page 8 of the 2017 CBNC Testing Information and Policies document).

ADMITTANCE TO THE EXAMINATION

Arrival
Candidates MUST arrive at the Pearson VUE test center 30 minutes prior to the starting time of their appointment to allow ample time for check-in and storage of personal belongings. Candidates arriving more than 15 minutes after the examination appointment time may not be permitted to sit for the examination, at the discretion of CBNC’s test vendor, Pearson VUE.

Admittance
Candidates are required to present one form of unexpired, government-issued identification bearing a current photograph and signature to be admitted to the test center (e.g., driver’s license or passport). If your driver’s license does not include a photograph, this is not an acceptable form of identification. It is the candidate’s responsibility to ensure that the first and last name on the application EXACTLY MATCH the first and last name on the current valid signature ID.

If you are testing outside of your country of citizenship, you must present a valid passport or some other form of non-expired government-issued ID bearing your name, current photograph and signature. If you are testing within your country of citizenship, you must present either a valid passport, driver’s license, national ID or military ID bearing your name, current photograph and signature. See the APCA.org ID webpage for details.

The Pearson VUE test administrator (TA) will validate a Candidate’s identification by verifying that the name, photograph and signature on the Candidate ID match the Pearson VUE record. If the TA has any questions or concerns about the Candidates’ identification they will contact the CBNC office for further instruction. All Candidates will have their palm vein scanned prior to entering the testing room. If you are unsure about the requirements for admittance to the testing center call the CBNC program office prior to the examination at 240-631-8151.

Personal Belongings
Candidates are encouraged to bring as little as possible to the testing center because all personal belongings must be stored in a locker for test security purposes. Personal belongings include, but are not limited to keys, snacks, purses, wallets, all forms of cell phones, pagers, calculators, books, notes and any other electronic devices. Personal belongings are NOT permitted to be accessed during a break.

Unscheduled Breaks & Prohibited Activities
There are NO scheduled breaks during the examination. Examinees may take an unscheduled break to quickly use the restroom, however the clock on the examination will continue to run and no additional time will be added to the testing time. Candidates are not permitted to leave the building once their examination has begun. It is strictly prohibited to access notes, study materials, cell phones or other electronics devices at any time during administration of the examination. Such action is a violation of testing policies and will result in disciplinary action according to APCA Compliance policies and procedures. Candidates will be required to sign in and out of the testing room and may be asked to provide a photo ID upon re-entry.

Security On-Site
Strict security measures are maintained throughout all phases of the examination administration. Pearson VUE and the CBNC certification program under APCA will at all times be in compliance with applicable laws relative to Identity Management Services. Test Administrators (TA) will supervise the administration of the examination and all testing cubicles. Check-in areas and locker facilities are videotaped and audio monitored. Irregularities identified by observation or suspicion by the TA’s may be sufficient cause to terminate a Candidate’s participation in the examination, or to invalidate or cancel scores.

CBNC/APCA reserves the right to investigate each incident of misconduct or irregularity that occurs during the examination, or that maybe evidenced by subsequent statistical analysis of testing materials. Where CBNC certification program policies, including APCA Compliance policies and procedures, and Pearson VUE policy are not in agreement, CBNC policy supersedes Pearson VUE policy. CBNC policies relating to the examination and conduct is found in the CBNC Certification Program Testing Information and Policies booklet which you are required to acknowledge receipt of. This document is also available on via CBNC.org under the About the Examinations tab. Read it carefully. Not
all boards have the same policies and you will want to be cognizant of CBNC procedures and APCA policies because you are bound by them. Candidates determined to have engaged in prohibited behavior, whether inadvertently or not, may be subject to penalties outlined in the APCA Compliance Policies and Procedures.

**Issues with Exam Administration**

CBNC and Pearson VUE make all reasonable efforts to deliver the examination on the date and time scheduled, however, issues occasionally arise in the administration of the examination. If an issue or problem arises during your examination administration which you believe may impact your performance, it MUST be reported to the Pearson VUE Test Administrator (TA) at the time the examination is being administered. Candidates are advised to ask the TA for their name and the ticket number assigned to their report issues or problems. Candidates are then required to notify the CBNC certification program of the problem, in writing, within five (5) days of the scheduled examination time. This notification should include the ticket number assigned by the TA, the TA’s name and be as detailed as possible. Email the information to CBNC@apca.org. The CBNC certification program cannot address administrative and technical problems if a complaint was not filed with the test center and with CBNC.

If a Candidate has a problem with a workstation he/she may request a workstation change if needed, provided the testing center has availability. If the examination cannot be delivered due to a test center or workstation failure, power failure, hardware and/or software problems, weather, or conditions which arise from events or circumstances beyond the reasonable control of Pearson VUE or CBNC, Pearson VUE will use reasonable efforts to reschedule the Candidate for the examination within the test window dates. If the Candidate cannot be rescheduled within the test window, CBNC at its discretion may provide the affected Candidate with an opportunity to take the examination at the next scheduled examination date for a reduced or waived fee. This shall be the Candidate’s sole remedy. In no circumstance will APCA reduce the CBNC certification program standards or overturn a Candidate’s score as a means of correcting a problem in the administration.

**NOTE:** Pearson VUE offers hundreds of thousands of examinations annually from hundreds of different organizations. The focus of test center personnel is to safeguard the integrity of the examination, not necessarily to assist Candidates. **THEREFORE, IF YOU EXPERIENCE ANY PROBLEMS WHILE AT YOUR TESTING CENTER, CALL THE CBNC OFFICE AT 240-631-8151 AND WE WILL DO OUR BEST TO ASSIST YOU.**
SCORING THE EXAMINATION

Determination of Passing Score
The passing score is based on an expected level of knowledge; it is not related to the distribution of scores obtained during a particular examination administration (i.e., the CBNC examinations are not “graded on a curve”). Thus, in any given year, a candidate has the same chance of passing the examination whether the group taking the examination at that time tends to have high scores or low scores. In other words, each candidate is measured against a standard of knowledge, not against the performance of the other individuals taking the examination. For more details about scoring refer to the CBNC website under the About the Exams tab. Examination statistics are also provided under the same tab.

CBNC does not award CME credit for successfully passing the certification examination. CME providers must be accredited by the American Council for Certification of Medical Education (ACCME). ACCME requires that certification boards be members of the American Board of Medical Specialties (ABMS). As a secondary board, CBNC does not meet ABMS membership requirements.

Reporting Scores
Approximately ten (10) weeks after the conclusion of the examination administration window, CBNC will send examination results to each Candidate via U.S. postal mail to the mailing address on file. Results will not be available onsite at the test center and will NOT be given over the phone, by fax or by email. Each Candidate will receive a letter indicating whether s/he passed or failed along with a diagnostic report showing their performance in each content area. Examinees will receive a scaled score ranging from 300 to 700. A scaled score of at least 555 is required to pass the CBNC Certification examination.

Candidates certified by CBNC will be listed on the directory of Diplomates on CBNC.org under the Verify Certification tab approximately 2 weeks after the scores are mailed.

Score Verification
Candidates who fail the examination may request verification of scores. The fee for score verification is $35 and requests and payments can be made online. Score Verification requests and payments can be made online by logging in to your CBNC account. Verification of score can be honored only up to 60 days following the date of the examination results letter. Candidates who fail the examination may appeal the score by following the Due Process Policy standards. The appeal must be for reasons related to examination administration and not solely that you prepared for the examination and did not pass. For an appeal to be considered, you must have reported the issue to Pearson VUE prior to leaving the examination center and to CBNC within five (5) days of taking the examination as outlined above in Appeal of Scores. Documentation to support your appeal must be submitted with your appeal request. Candidates who feel they have a legitimate reason to appeal their scores must contact staff to obtain a copy of the Due Process and Appeals policy.
GENERAL POLICIES

Revocation of Certification
CBNC certification may be revoked for failure to satisfy maintenance of certification requirements and/or violations of the APCA Compliance policies. This includes, but is not limited to, the Diplomate losing his/her license to practice medicine either through suspension or termination or conviction of a felony or other serious crime. For details, consult the APCA Compliance policies.

Diplomate Responsibilities
To maintain Diplomate status, recertification is required on or before the tenth year of certification. CBNC certification program staff will make a good faith effort to contact Diplomates regarding changes in policy and procedure and to provide application material to recertify in years 8, 9 and 10. However, the onus is on Diplomates to maintain their certification status. Keeping the office apprised of changes in contact information is crucial to our being able to inform Diplomates of changes that may affect their status. Stay in touch!

Testamur Responsibilities
Candidates who pass the CBNC certification under Testamur status must provide CBNC with documentation demonstrating full licensure and successful board certification in Cardiology, Nuclear Medicine or Radiology in order to have their Testamur status changed to Diplomate. Acceptable documentation of board certification is a letter or certificate from the certifying Board, or a print-out from their website. (Non-US applicants must provide a copy of their diploma in their specialty areas along with a copy of a current unrestricted, unconditional license). Testamur candidates will have six (6) years after sitting for the examination to submit documentation after which the Testamur status will lapse and the CBNC examination must be retaken to become a Diplomate. Once documentation is received by CBNC your status will be changed to Diplomate which will be reflected on the online Verification Database of physicians certified in nuclear cardiology. Regardless of when a Testamur documents having met the requirements to be listed as a Diplomate, his/her certification period is ten (10) years from the date of the successful examination.

NOTES AS YOU BEGIN...

• Meeting eligibility requirements is an essential part of the CBNC certification program and as important as passing the examination. The information provided on the application forms and in any required supplementary documents required should be completed legibly and in full. Reminder – you MUST have completed training PRIOR to applying to sit for the examination.
• Candidates should include their preceptor letter (and all other supporting material) when making their application. Please make sure your preceptor has the most current template, available at CBNC.org and in this Bulletin. This letter and the other supporting materials are used by CBNC to determine eligibility to sit for the examination. Incomplete or incorrect applications require a $75 resubmission fee to be eligible.
• If accepted, your examination results will be sent to the mailing address provided on the application. If you change your address after you have been accepted to sit for the examination, it is most important that you notify the CBNC office so correspondence will reach you promptly. Contact information can only be changed by logging in to your online CBNC account. Alternatively, you may scan your SIGNED change of address notification and send as an attachment via email to CBNC@apca.org or fax it to 301-424-0875.
• The last four digits of your Social Security number are required in order to differentiate individuals with the same name.
• To receive 20 MOC credit from ABIM if you pass the examination, please provide your 6-digit ABIM Identification Number on the CBNC application form.

Candidates must provide a valid email address as the Examination Confirmation Letter (ECL) email and Scheduling instructions will be sent via email. Email is also needed so CBNC staff can contact you if there are questions regarding your application. CBNC staff are pledged to contact Applicants in a timely manner; however, staff is not responsible for email lost or late due to incomplete, invalid or otherwise incorrect addresses. The CBNC certification program requires written and documented supporting materials in cases of dispute (e.g., delivery confirmation receipt, fax confirmation, etc).

ALL applications must include required supplemental documentation at the time of submission or the applicant will incur a $75 penalty fee.

Note: Unless a specific request is made, application materials are not returned. Please make a copy of your supporting documents for yourself prior to submitting your application.
CHECKLIST: 2017 CERTIFICATION EXAMINATION APPLICATION

Incomplete applications or those with Missing/Incorrect Supporting Documents are Subject to a $75 Penalty Fee.

Please submit the following:

- **Online Application**
- Payment to Certification Board of Nuclear Cardiology (CBNC)
  - $995 if by 8/4/17
  - $1,195 between 8/5/17 – 10/6/17
  - $2,100 between 10/7/17 – 10/16/17

  No Deadline Exceptions will be made.

- $50 Multimodality Discount for current Diplomates and Testamurs of CBCCT

- Preceptor Statement on Nuclear Cardiology Training: visit CBNC.org

- Preceptor Program Verification information: on file at CBNC.org - U.S. Applicants applying through the formal training pathway only (copy not required)

- Authorized User Status or documentation of 80 hours (min) CLT: (see box on page 11 for qualifying material) - U.S. Candidates only

- Medical license: copy of current, unrestricted medical license with expiration date
  - Training license: copy & letter from program director: U.S. Testamur Candidates only

- Board Certification: documentation of qualifying ABMS or AOA (CVD, ABIM Cardiology Subspecialty, NM, R or IM if Testamur Applicant) - U.S. Candidates only
  - Non-U.S. Applicants must provide a copy of their diploma in cardiology, nuclear medicine or radiology with English translation (not required for non-U.S. Testamur Applicants)

**Additional Requirements** for Experience Pathway Candidates re-applying (no new Candidates) or Candidates whose nuclear cardiology training was completed 7 or more years prior to the date of the examination applied for:

- Notarized letter, on letterhead, documenting 300 cases completed within the last 24 months

- 30 hours of CME completed within the last 36 months;
  - a minimum of 15 hours nuclear cardiology specific
  - a maximum of 15 hours in general or other areas of cardiology, nuclear medicine or radiology

- Documentation of Authorized User status or of an 80 hour Classroom and Laboratory Training course completed no more than seven (7) years prior to the examination for which you are applying

**Additional Requirements** for Candidates who have not passed the examination after three (3) attempts. These Applicants must show proof of additional training documented by a preceptor statement (visit CBNC.org for details including requirements of the preceptor, qualifying study and letter template).

- A minimum of four weeks (160 hours total) of precepted study

- 100 nuclear cardiology cases read

- 25 hours of nuclear cardiology specific CME completed within the last 18 months

Candidates who have not succeeded in passing the examination after six attempts must re-take Level 2 training in nuclear cardiology within an ACGME- or AOA-accredited program.
YOU WILL BE REQUIRED TO READ AND ACCEPT THE FOLLOWING STATEMENTS AS PART OF YOUR APPLICATION

- I hereby apply for Certification Board of Nuclear Cardiology (CBNC) certification through the Alliance for Physician Certification & Advancement (APCA), the successor organization to CCCVI, in accordance with and subject to CBNC and APCA policies. I understand that in making this application, I am agreeing to be bound by all CBNC and APCA policies, rules and procedures as currently in effect and as may be amended from time to time. These rules, policies and procedures can be found in the Candidate Bulletin, in the Testing Information and Policies document and on the APCA website.

- I understand that it is my responsibility to meet CBNC certification eligibility requirements and to provide such material as is required to document this.

- I understand that information acquired in the CBNC certification process may be used for statistical purposes and for evaluation of the certification program. I further understand that the information in my records will be treated confidentially.

- I understand that information on educational programs such as board review courses may be available prior to the examination from sponsors of such programs. Neither CBNC nor APCA sponsors any educational programs, or warrants the quality of any program or makes any statement that the activity will or will not aid in preparation for the CBNC certification examination. If I choose to receive such information, I so indicated on my application.

- To the best of my knowledge, the information provided in this application is true, complete, correct, and made in good faith. I understand that staff under the authority of CBNC and APCA reserve the right to verify any and all information on this application and to audit applications during the application process and up to one year thereafter. I recognize that APCA, on behalf of CBNC, is the sole and only judge of my qualifications to receive and to retain a certificate issued for CBNC certification and to have my name included in any list or directory in which the names of Diplomates of specialty examinations are published. I further agree to hold harmless, individually and collectively the officers, directors, staff and appointed examiners of APCA and the CBNC certification program for any decision or action in pursuance of their duties in connection with this application, the examination, the score or scores given with respect to any examination or for the failure to issue me a certificate.

- I understand and agree that in the consideration of my application my eligibility for CBNC certification may be reviewed and assessed by staff under the authority of the CBNC and APCA; that staff may make inquiry of such persons as are deemed appropriate with respect to eligibility for CBNC certification; that if information is received that would adversely affect my application, I will be so advised and given an opportunity to rebut such allegations, but I will not be advised as to the identity of the individuals who have furnished adverse information concerning me; and that all statements and other information furnished to APCA and CBNC in connection with such inquiry shall be confidential, and not subject to examination by me or by anyone acting on my behalf.

- Without limitation, APCA on behalf of CBNC, may deny, revoke, suspend or otherwise take action at any time with regard to my eligibility for certification or certification for:
  - Failure to satisfy eligibility requirements for certification or maintenance of certification
  - Any irregularity in connection with any examination; or
  - Violation of APCA Compliance Policies and Procedures

- I understand that staff will use electronic mail (email) to communicate with me during the application review and approval process and for all subsequent communications regarding policies and procedures including, but not limited to examination scheduling and other testing information. If I am unable to receive or send electronic mail I understand I must advise staff of an alternate method of communication. I understand that my examination pass/fail letter and certificate will be the only communications not sent via electronic mail.

☐ I attest that I meet all of the eligibility requirements to apply for this examination, as outlined in the Candidate Bulletin and/or on the CBNC certification website. I understand that I have the right to request and review all CBNC and APCA policies prior to submitting this application. I attest that I have received and agree to abide by the following:

- CBNC Candidate Bulletin for this year’s examination
- CBNC Testing Information and Policies document
- APCA Compliance Policies and Procedures as relate to the Certification Board of Nuclear Cardiology certification program

Signature_________________________________________________ Date_____________________