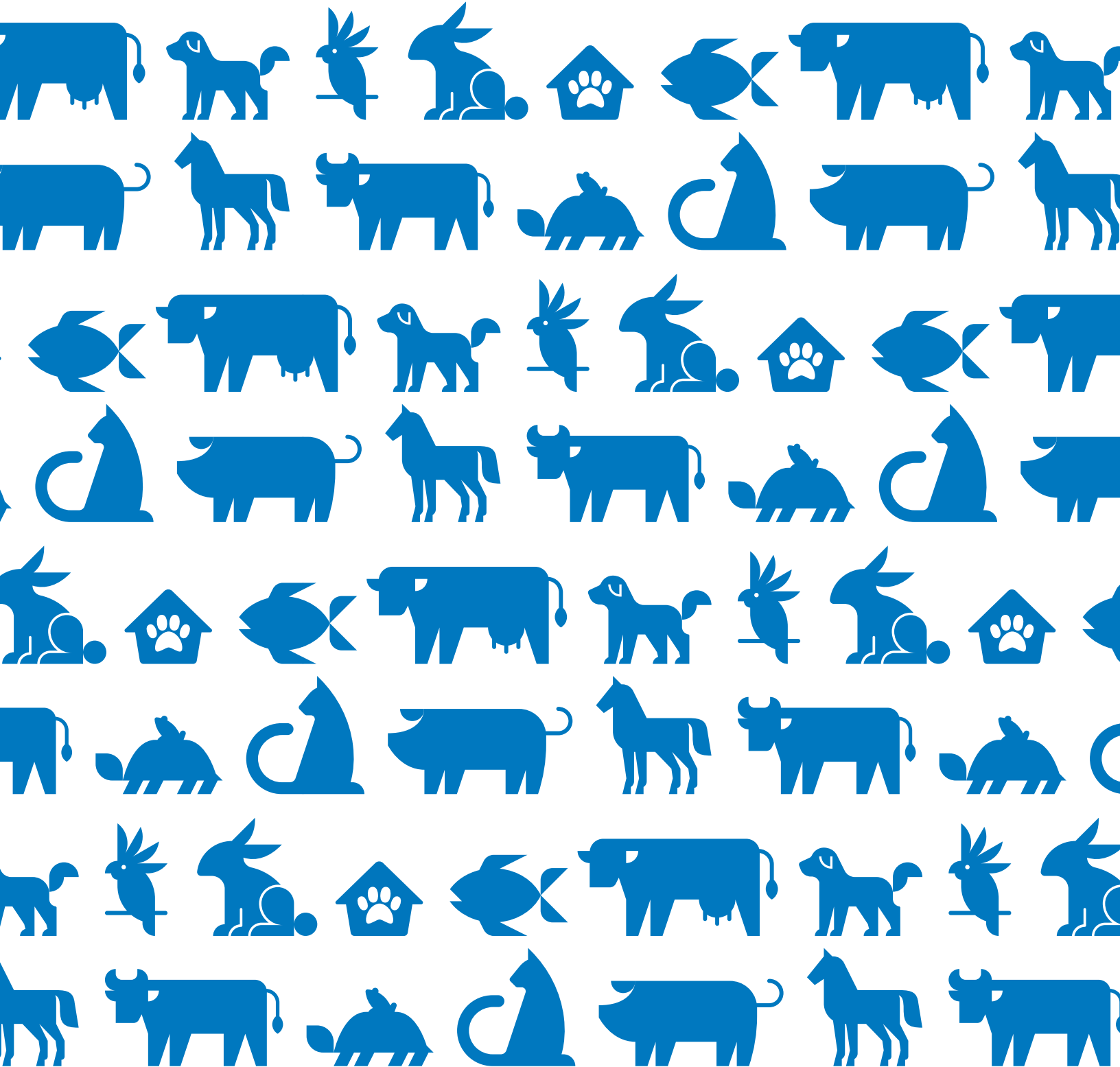


# ABVP

American Board of  
Veterinary Practitioners

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## MOC Handbook



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## MOC Transition Chart

Due to recent changes in the MOC process, if you were originally certified or completed maintenance of certification between 2010 and 2019, this MOC chart determines the pro-rated number of points in each of the three categories that are needed based on your certification date.

NOTE: Transition Points have ALREADY been applied to your account.

If you originally took your exam / recertified in year:										
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
You were originally scheduled to complete the 10-year MOC application by January 15th in the year:										
	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Due to the extension that was granted in 2019, you must now complete your MOC application by July 15th of the year:										
	2021	2022	2023	2024	2025	2026	2027	2028	2029	2029
<b>Total CE Hours Required</b>	90	115	140	165	190	215	240	250	250	250
# of above hours required in RVS of applicant	16	16	33	50	125	142	158	165	165	165
<b>Additional Required Points (over a 10-year period):</b> <ul style="list-style-type: none"> <li>· Volunteerism (25 points/position/year)</li> <li>· Symposium Attendance (25 points/year)</li> <li>· CE over total CE required above (2 points/hour)</li> <li>· Publication (25 points/publication)</li> <li>· Lectures (25 points/lecture/year)</li> <li>· Successfully mentored applicant (125 points)</li> <li>· Additional board certification (75 points)</li> <li>· Passing exam in years 8, 9, or 10 (250 points)</li> </ul>	25	50	75	100	125	150	175	200	225	250
<b>CE &amp; additional items will be accepted from date</b>	1/1/2010	1/1/2011	1/1/2012	1/1/2013	1/1/2014	1/1/2015	1/1/2016	1/1/2017	1/1/2018	1/1/2019
<b>RVS Journal Club Articles</b> 80% to pass. Pass & submit 66% of articles available.	0	4	8	12	16	20	24	28	32	32
<b>Proof of Licensure or Equivalent</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

**In order to MOC, a Diplomate must meet the above requirements:  
 CE Hours + Additional Required Points + Journal Club + Proof of License or Equivalent = MOC**

## Glossary

ABVP	American Board of Veterinary Practitioners
ABVS	American Board of Veterinary Specialties
Appeals	A formal request to a higher authority requesting a change in or confirmation of a decision
AVMA	American Veterinary Medical Association
BOD/AC	Board of Directors/Advisory Council (governing body of ABVP)
MOC	Maintenance of Certification
portal	Prolydian online portal used to log points for MOC
RACE	Registry of Approved Continuing Education
RVS	Recognized Veterinary Specialty (eg, Avian Practice, Feline Practice, etc.)
RVSO	Recognized Veterinary Specialty Organization (eg, ABVP, ACVIM, etc.)

<b>Prolydian Terminology</b>	<b>ABVP Equivalent</b>
My Achievements	My Diplomate Status
CEC credit (continuing education credit)	MOC Point
Submit Cont Ed	Start an Application for MOC Points
Applications	MOC point requests for review
Certificant	Diplomate
Category	One of the three broad categories needed to MOC. <ol style="list-style-type: none"> <li>1. Additional MOC Points</li> <li>2. Journal Club</li> <li>3. Required CE per 10 year MOC cycle</li> </ol>
Activity	Specific items within each Category

## Contact Information

### Management Office

American Board of Veterinary Practitioners

P.O. Box 1868, Mt. Juliet, TN 37121, 800-697-3583, [info@abvp.com](mailto:info@abvp.com).

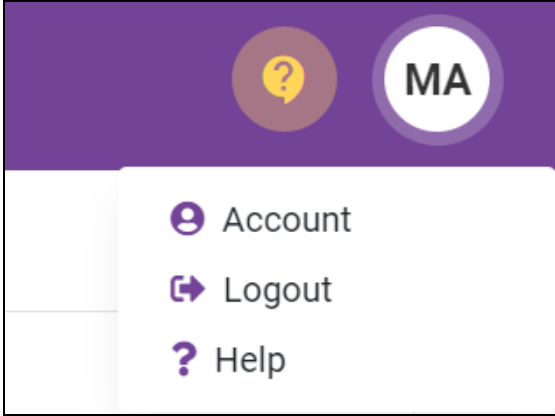
Board, Regents, and other Chairs: Contact information available on the [ABVP website](#).

### MOC Committee

Questions about Maintenance of Certification

● MOC Chair	<a href="mailto:mocchair@abvp.com">mocchair@abvp.com</a>
● Avian	<a href="mailto:avianmoc@abvp.com">avianmoc@abvp.com</a>
● Beef, Dairy, Food Animal	<a href="mailto:foodbeefdairymoc@abvp.com">foodbeefdairymoc@abvp.com</a>
● Canine and Feline	<a href="mailto:caninefelinemoc@abvp.com">caninefelinemoc@abvp.com</a>
● Equine	<a href="mailto:equinemoc@abvp.com">equinemoc@abvp.com</a>
● Exotic Companion Mammal	<a href="mailto:ecmmoc@abvp.com">ecmmoc@abvp.com</a>
● Feline	<a href="mailto:felinemoc@abvp.com">felinemoc@abvp.com</a>
● Reptile and Amphibian	<a href="mailto:ramoc@abvp.com">ramoc@abvp.com</a>
● Shelter	<a href="mailto:sheltermoc@abvp.com">sheltermoc@abvp.com</a>
● Swine	<a href="mailto:swinemoc@abvp.com">swinemoc@abvp.com</a>

### Prolydian Technical Help

<ul style="list-style-type: none"><li>● Click the yellow question mark in the upper right corner of the screen for <b><u>chat</u></b>.</li><li>● E-mail <a href="mailto:support+abvp@prolydian.com">support+abvp@prolydian.com</a></li><li>● <a href="https://prolydian.ladesk.com/272618-For-Applicants-and-Examinees">https://prolydian.ladesk.com/272618-For-Applicants-and-Examinees</a></li></ul>	
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## I. Eligibility Requirements

- A. All ABVP diplomates are **required** to maintain certification every 10 years. If you fail to complete maintenance of certification, you forfeit your ABVP status and can no longer claim to be ABVP-certified.
- B. All ABVP diplomates must be current on annual fees and pay the maintenance of certification application fee before an application will be processed.
- C. You are responsible for being aware of, and keeping track of, your eligibility status and submitting an application at the appropriate time. Extensions will not be granted for claims of lack of notification.
- D. This is mandated by the AVMA American Board of Veterinary Specialties, and no exceptions will be made.
- E. No Time-Stamped Certification.
  1. Should an ABVP diplomate allow their certification to expire, they are required to remove the diplomate title from any and all marketing and business materials immediately. They can no longer claim or reference current or previous ABVP certifications.
  2. No time stamping of status in the use of the title is allowed, i.e. DABVP (Feline 2010-2020) is not allowed and considered unethical.
  3. The use of the title must be discontinued even if one is planning to re-enter the examination process as a candidate by sitting for the exam. Only once the exam is successfully passed, and ABVP certification has been restored, may the diplomate title be returned to all marketing and business materials.
  4. If certification has expired and a diplomate does not remove their specialty title, ABVP may report a diplomate to the AVMA Judicial Council and the appropriate licensing board(s).
- F. Certificate Ownership, Repossession, and Withdrawal of Privileges.
  1. Certificates shall remain the property of the ABVP and shall be repossessed when:

- a) The issuance of such a certificate or its receipt violated provision of the ABVP by-laws.
  - b) The diplomate is guilty of unethical conduct as determined by the ABVP.
2. Withdrawal of privileges.
- a) Diplomates acting as representatives of ABVP do so as a privilege granted by the Board of Directors and Advisory Council. The BOD/AC may revoke any of these privileges at any time for failure to represent the best interest of the RVSO. If investigation reveals evidence warranting action, the individual will also be notified in writing and given full opportunity to respond in writing and through a hearing before the BOD/AC.
  - b) In the event of revocation of certification and withdrawal of privileges, the individual possessing the certificate in question shall return the certificate upon written demand by the BOD/AC.
3. Non-compliance within 30 days of written notice shall be just cause for legal action as deemed necessary by the BOD/AC for repossession of the certificate in question.

#### G. Notification of Results

1. MOC is an ongoing process. Once initial certification is granted, or MOC is achieved, begin submitting materials for the next cycle.
2. It may take up to four (4) months for the Vice Chairs to review MOC applications and materials submitted. You will be notified of results, via email. No results will be given over the phone. Please plan accordingly for uploading materials prior to your expiration date.

#### H. Appeals Process for MOC and Examination.

1. If you believe you have been adversely affected by an ABVP decision, you may petition for reconsideration only on the grounds that the decision:
  - a) Disregarded the established criteria for certification or approval,

- b) Failed to follow ABVP’s stated procedures,
  - c) Failed to consider relevant evidence and documentation presented.
- 2. You may appeal via email to the ABVP Executive Director (info@abvp.com) within 30 days after the announcement of the initial decision. The appeal must include a statement of the grounds of review and documentation in support of the appeal. The ABVP Appeals Committee will consider the appeal letter, documentation, and the recommendation of the MOC Committee, Examination Committee, and/or Credentials Committee.
- 3. A final decision will be made within 150 days of receipt of appeal. In each case, email notification will be sent to the petitioner. No appeals decisions will be given over the phone.
- 4. Appeals may be withdrawn up to 90 days after submission of the appeal should the petitioner make the request to the ABVP Executive Director.
- I. Ethical Considerations.
  - 1. ABVP applicants, candidates, residents, and diplomates are held to high ethical standards. If ABVP receives a complaint or is otherwise informed of a potential ethical breach regarding an ABVP applicant, candidate, resident, or diplomate, this information will be reviewed by the Executive Director and Board of Directors.
  - 2. Complaints against an ABVP applicant, candidate, resident or diplomate may be submitted to the Executive Director by telephone, email, or mail.

## **II. Use of Specialty Title**

- A. Diplomates of the American Board of Veterinary Practitioners are strongly encouraged to use their title accurately and consistently. Incorrect spelling, formatting, or misleading use reflects poorly on professionalism. It is unethical for veterinarians to identify themselves as members of an AVMA-recognized veterinary specialty organization if such certification has not been awarded.



- B. Diplomates follow the ABVP guidelines for using their title for listing in directories, advertising, stationery, signage, websites, *et cetera*. Current guidelines are available on the ABVP website or by contacting the ABVP office. Failure to follow these guidelines is considered an ethical violation.
- C. Should an ABVP diplomate allow certification to expire, the diplomate title must be removed immediately from all marketing and business materials, and that person can no longer claim ABVP certification. The title must be removed even if one is planning to re-enter the examination process as a candidate by sitting for both the specialty and practical exam. Only once all sections of the exam are successfully passed, and ABVP certification has been restored, may the diplomate title be returned to all marketing and business materials.
  - 1. A diplomate who has allowed certification to expire does not pay diplomate fees while attempting to regain certification by taking both the specialty and practical exam unless past fees are owed. If past diplomate fees are owed, the diplomate must pay them before being allowed to sit for the examinations to regain certification.
  - 2. If certification has expired and a diplomate does not remove their specialty title, ABVP may report a diplomate to the AVMA Judicial Council and/or the appropriate state licensing board(s).

### **III. Maintenance of Certification Pathway**

- A. Diplomates are required to maintain certification through the accumulation of points.
- B. There is no extension given if points are not accumulated by the end of year 10. If the diplomate has not fulfilled the requirements by year 10, diplomate status will be revoked, and all claims and references to board-certification must be removed from any and all business and marketing material, even if the former diplomate intended to recertify. In order to recertify, it is required to pass the exam in year 11, 12, or 13 to regain status. Only after the exam is passed and notification received may claim of diplomate status be used. (See section on

Eligibility and Use of Specialty Title.)

- C. The points method has been developed to be consistent with ABVP's core values.
- D. Diplomates Must Meet Four (4) Requirements Every 10 Years To Maintain Certification: Continuing Education, Journal Club, Additional Points (specified below), and valid license to practice.

**IV. Four (4) Requirements Every 10 Years To Maintain Certification.**

**A. Required Continuing Education: 250 hours over the 10 year period.**

1. Diplomates should average 25 hours of continuing education hours per year to meet this requirement at the end of 10 years.
2. Applicants must have a minimum of 165 hours within the RVS (66% of 250 total). The remaining 85 points may be in any category.
3. Lectures in the "Cross species track" at the ABVP Symposium are accepted for RVS hours.
4. CE certificates must be uploaded.
  - a) Multiple day conferences must be entered using the date that the conference began and the name and year of the conference in the description.
  - b) A list of lectures attended, with speaker and CE credits included, should be uploaded with the CE certificate. You are able to upload multiple documents in the same application.
  - c) If both RVS and NON-RVS lectures were attended at the same conference:
    - a. Upload a copy of the same CE certificate in separate Prolydian requests for RVS-specific and NON-RVS MOC points applications
    - b. Upload a list of lectures and points being requested.
    - c. Clearly note which lectures are RVS and which are NON-RVS within the list of lectures and speakers.
  - d) For quantity, you must type, not use up/down arrows, to enter the

exact amount of CE hours. Do not round.

5. CE hours may be audited. Retain proof of CE until after MOC is complete and final confirmation is received. Proof should be available in the form of official attendance certificates and include itemized lecture lists with hours attended as appropriate.

**B. Additional Points: 250 points by any of the specified methods in this section over the 10 year period.**

1. ABVP Volunteerism: 25 points/committee/year.
  - a) You may earn 25 points per committee per year for active service in an official ABVP committee or position.
  - b) Duties may vary and will be established by the committee chair or vice chair. Complete the ABVP "[I want to volunteer!](#)" Form if you are interested in volunteering.
  - c) All Committee Chairs are responsible for submitting a list of the names and emails of their volunteers to the MOC Chair annually for point credit. The list is due June 30 for the preceding volunteer year (July 1 - June 30).
  - d) The volunteer year is from July 1 of one year to June 30 of the following year. Diplomates who have volunteered will receive an email from the MOC Chair, once all the Committee Chairs submit the lists at the end of the volunteer year.
  - e) Application for MOC Point may be submitted via Prolydian by the diplomate once the diplomate receives confirmation of participation (attach a screenshot of the email from the MOC Chair). They will be verified with the MOC Committee Vice Chairs.
2. ABVP Symposium attendance: 25 points per year.
  - a) These points are in addition to any points submitted for actual lectures attended.
  - b) Attendance will be confirmed by uploading the certificate.

3. Publication in peer reviewed journals: 25 points per publication.
  - a) Topic must be in your RVS.
  - b) First authorship is not required.
  - c) Guidelines are acceptable if published in a peer reviewed journal.
  - d) Letters to the editor are not acceptable.
  - e) Book chapters are not acceptable.
4. Lectures given to veterinarians/veterinary students or veterinary technicians/technician students: 25 points per year.
  - a) 1 Lecture = 25 points.
  - b) Lectures must be in your RVS.
  - c) Lectures to non-medical audiences such as breeders, farriers, etc., are not acceptable.
  - d) Documentation of the lecture must be uploaded (certificate from organizing body, official class syllabus, etc.). Do not upload PowerPoints.
  - e) The same lecture may not be submitted every year for 10 years, but new lectures or substantially different lectures, may be submitted in subsequent years for a total of 250 points over a 10 year period.
5. Continuing Education: 2 MOC points per CE hour over the 250 Required Continuing Education points.
  - a) Do NOT upload here until the "Required CE" requirements are met! The system does not automatically do this for you. Look at the points bar.
  - b) There is no limit to additional hours submitted.
  - c) Extra hours can be in any RVS.
  - d) Follow the instructions for how to upload documentation as described previously in this document.
6. Successfully mentored ABVP applicant: 125 points.

- a) The ABVP encourages mentoring of those going through the certification process.
  - b) The mentee can only identify one diplomate as their mentor. Points cannot be split between more than one (1) mentor.
  - c) For the diplomate to obtain volunteer points for mentoring, the mentee (after successfully passing the exam and becoming a diplomate) must fill out this form: [Identify My Mentor](#). Contact [info@abvp.com](mailto:info@abvp.com) or [MOCchair@abvp.com](mailto:MOCchair@abvp.com) with any questions.
  - d) Once the mentee (new diplomate) identifies their mentor and the MOC Committee verifies standing, the mentor will receive an email to upload to Prolydian with the points application.
7. Second specialty board certification: 75 points.
- a) This applies only to new board certification.
  - b) Specialty boards are those recognized by the AVMA.
8. Passing the exam in year 8, 9, or 10: 250 points.
- a) Passing the exam in one of these years ONLY provides points.
  - b) The other requirements MUST still be met to MOC by points (e.g. continuing education, journal club, etc.).

**C. Complete an average of four (4) of six (6) journal articles per year, or 66% of presented journal articles over the 10 year MOC period.**

- 1. Six (6) articles will be presented each year.
- 2. Each article will have a corresponding quiz with at least five (5) questions.
- 3. A score of 80% is required to receive credit.
- 4. Diplomates may take the quiz up to three (3) times.
- 5. Diplomates will receive emails notifying them of available articles. It remains the responsibility of the diplomate, however, to check for new journal articles which can be done by accessing your RVS Journal Club webpage.
- 6. Articles and quizzes will expire 12 months after original posting and will

no longer be available for credit.

7. Follow the instructions carefully on the quiz. Each diplomate is required to enter their successful Journal Club completion in the MOC portal (Prolydian). You must save a screenshot of your score or proof of passing. You will then upload this screenshot when entering the application in the portal.
  - a) The MOC portal will display 0.01 points for each Journal Club entry.
  - b) These are counted separately from the 500 points required to complete Maintenance of Certification.
  - c) When entering “name” in the Prolydian portal, indicate Month and Year of the quiz to aid in tracking.
8. Contact [info@abvp.com](mailto:info@abvp.com) to join the Journal Club Slack discussion board or Google Group Listserv (optional). Participation in Journal Club Slack discussions is strongly encouraged to foster collaboration between ABVP diplomates.

**D. Upload a valid, current veterinary license.**

1. If the diplomate is not required to maintain a valid license for current employment, documentation attesting to this is required.
  2. The license will be uploaded after all other points requirements have been met and the applicant starts the renewal and payment process.
  3. This can only be done in year 9 or 10.
- V. If all requirements have been met by year 9, diplomates may submit for Maintenance of Certification in year 9.
- VI. Maintenance of Certification Portal
- A. Submission and logging of maintenance of certification items will be done via an online portal. You may enter items at any point during the 10 year MOC period. It is strongly encouraged to enter items as they are completed. Do not wait to upload all items in your final year! Uploading items in real time will allow your

RVS MOC Committee to monitor your progress and help ensure your MOC success.

- B. See the Appendix for details on data entry.
- C. On your MOC portal “Dashboard,” click “Credentials” then “My Certifications.”
  - 1. Click on “Apply for CEC Credits.” (CEC Credits = MOC Points)
  - 2. Enter the date of the activity.
  - 3. Click “I want to enter the details of the activity,” unless you have a pre-approval code.
  - 4. Choose 1 of 3 Categories.
    - a) Additional MOC Points.
    - b) Journal Club.
    - c) Required CE Hours per 10 year MOC cycle.
  - 5. Read the section instructions carefully.
  - 6. Choose the Activity in the pull down menu.
  - 7. Enter a Name for the Activity. Please be sure to name the Activity clearly and as directed. Incorrect labeling may result in delays or the items not being reviewed.
  - 8. Enter the Activity units. (Do not use up/down arrows. Type exact number, e.g. 1.5)
  - 9. Attach and upload all necessary documentation at the end and click “Submit.”
- VII. You may be contacted by your RVS MOC Committee Vice Chair after year five (5), if you have not begun the process of uploading your documents. By uploading your information in a timely fashion, the MOC Committee can help ensure that you are on track to successfully achieve your Maintenance of Certification.
- VIII. Fees, Deadlines, and Links
  - A. Payment must be submitted once during a 10 year certification period, after you have accumulated the required points in all categories.
    - 1. Checks and credit cards are accepted, and all funds must be in U.S. dollars

from U.S. banks.

2. All fees are subject to change without prior notice.

B. Deadline For Point Accumulation: July 15 of the year of expiration.

1. Although your certificate expires in December, the deadline for MOC Points submission being complete is July 15th.

a) For example, if your expiration date is 12/30/2024, then your material needs to be uploaded by 7/15/2024.

b) If deficiencies are found by your RVS Vice Chair, this will allow time to attempt to correct this deficiency before your certification expires.

2. The previous deadline was January 15 of the year of expiration, so this gives an additional six (6) months.

3. It is **STRONGLY** recommended that you upload continuing education and journal club quiz results every year to allow time for VCs to review applications and identify deficiency before expiration.

C. Deadline for Examination Registration: September 1

1. Note: This is no longer an option as the **ONLY** method to maintain certification. Passing the exam will count as 250 points in the Additional MOC Points Category. In order to successfully complete Maintenance of Certification, the diplomate will still need to have the other parts completed (Required CE, Journal Club, and license, as detailed previously in this document).

2. While allowable, do not wait until year 10 to take the exam for points, since the deadline for points in year 10 is July 15 and the examination is given after that date.

Visual guide in the appendix.



## Appendix: A Visual Guide to Using the New MOC Portal

### Example 1: Prolydian: Getting Started.

<https://app.prolydian.com/main>

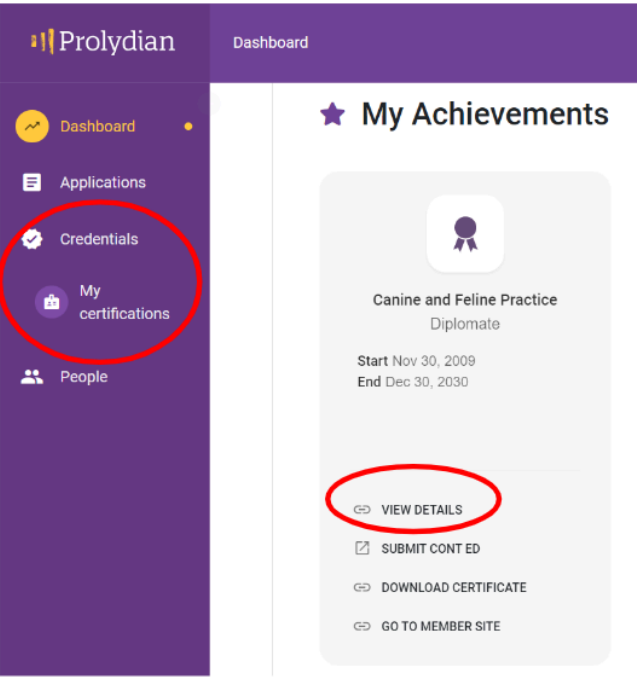
Once you sign in, to get from “My Achievements” to the “Diplomate Dashboard,”

Either

- Click on “View Details”

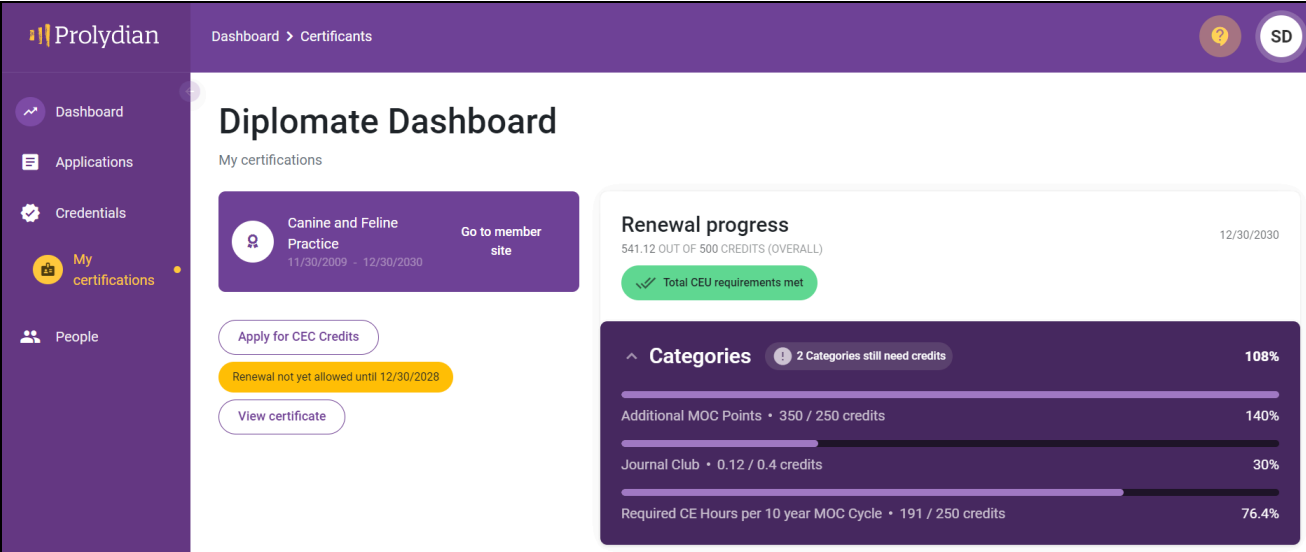
Or

- Click on “Credentials” then “My Certifications” in the left side bar.



The screenshot shows the Prolydian dashboard. On the left sidebar, the 'My certifications' menu item is circled in red. On the right, the 'My Achievements' section displays a card for 'Canine and Feline Practice Diplomate' with a 'VIEW DETAILS' link circled in red.

It will look like this:



The screenshot shows the 'Diplomate Dashboard' for 'Canine and Feline Practice'. It includes a 'Renewal progress' section showing 541.12 out of 500 credits overall, with a green bar indicating 'Total CEU requirements met'. Below this is a 'Categories' section with a progress bar and a list of categories: 'Additional MOC Points' (350 / 250 credits, 140%), 'Journal Club' (0.12 / 0.4 credits, 30%), and 'Required CE Hours per 10 year MOC Cycle' (191 / 250 credits, 76.4%).


Category	Progress
Additional MOC Points	350 / 250 credits (140%)
Journal Club	0.12 / 0.4 credits (30%)
Required CE Hours per 10 year MOC Cycle	191 / 250 credits (76.4%)

Then click on "Apply for CEC Credits."

CEC Credits = MOC Points.

# Diplomate Dashboard

My certifications



Canine and Feline Practice  
11/30/2009 - 12/30/2030

Go to member site

Apply for CEC Credits

Renewal not yet allowed until 12/30/2028

View certificate

It will look like this:

Applying for

MOC - null (2023-04-03) - Continuing education for Canine and Feline Practice

Status In progress

Print

Save

Submit

## ABVP MOC Submission Form

### ABVP MOC Submission

You may complete this form any number of times during your 10-year certification window.

Questions? The MOC Handbook has detailed information and examples, as well as the email address for your RVS MOC Vice Chair.

<https://abvp.com/maintenance-certification-plan/>

Scroll down and enter DATE OF ACTIVITY.  
You can type the date or use the pop-up calendar.

Categories ! 2 Categories still need credits

Additional MOC Points • 350 / 250 credits

Journal Club • 0.12 / 0.4 credits

Required CE Hours per 10 year MOC Cycle • 191 / 250 credits

Start date of activity

Enter a start date

April - 2023 -

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	1	2	3	4	5	6

Then choose “I want to enter the details of the activity,” unless you already have a pre approval code (this will be rare).

I have a Preapproval Code (or want to look one up)

I want to enter the details of the activity

Category

--Select--

Choose the correct one (1) of three (3) Categories for points:

I want to enter the details of the activity

Category

--Select--

--Select--

Additional MOC Points

Journal Club

Required CE Hours per 10 year MOC Cycle

Submit

## Example 2: Journal Club

The following example will show how to upload a journal club quiz.

Choose the category (Journal Club) and activity (Upload Journal Club Passing Grade.)	<p><b>Category</b></p> <input type="text" value="Journal Club"/>  <p><b>Activity</b></p> <input type="text" value="--Select--"/> <input type="text" value="Upload Journal Club Passing Grade"/>
--------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

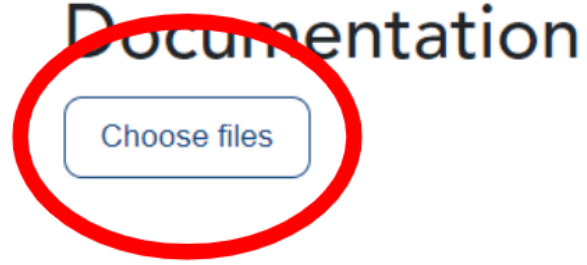
Scroll down. Enter the name of the activity (e.g. June 2022). Follow all additional instructions in the purple box in each section.

<p><b>Name</b></p> <input type="text" value="Enter a name for the activity"/>
-------------------------------------------------------------------------------

Enter Activity Units (e.g. 1 quiz).

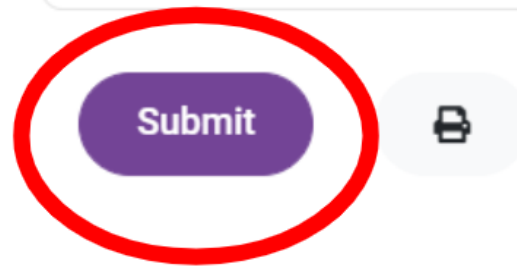
<p><b>Activity units</b></p> <input type="text" value="1"/> quiz(s) <p>Input the actual number of units based on <i>your</i> participation.</p>	<p>Your activity units will be automatically converted to <b>0.01 CECS</b> (Note: Estimate only. This number may be lowered upon approval based on per-year or per-cycle maximums for this activity type)</p>
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Click "Choose Files" to attach your screenshot of your passing score.

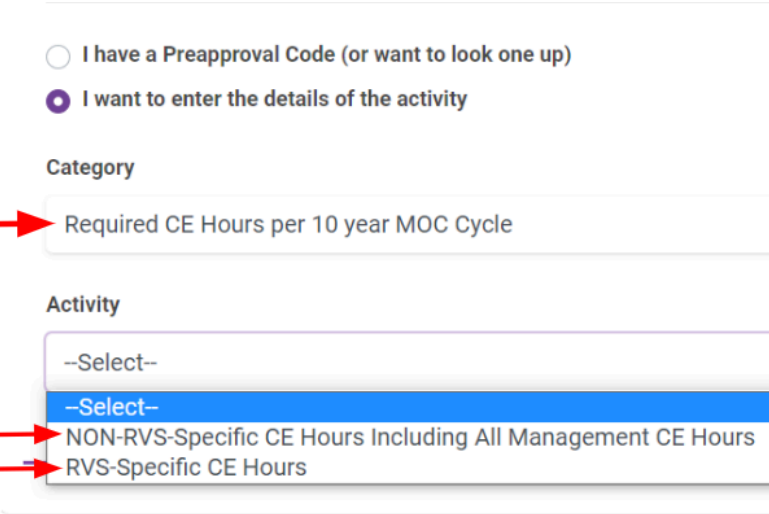


*NOTA BENE:* be sure the screenshot of your passing grade clearly shows the entire screen with score and date.

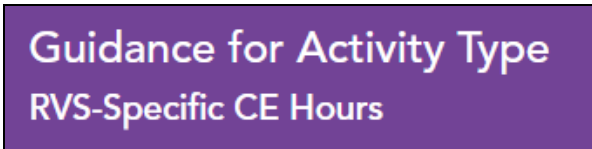
Then scroll down and click "Submit."



### Example 3: Continuing Education (Required CE Hours per 10 year MOC Cycle)

<p>Choose “Required CE Hours per 10 year MOC Cycle” for Category.</p> <p>Then choose “NON-RVS” or “RVS-Specific” under Activity.</p> <p>Be sure to choose the correct Activity. Point request will be Rejected if you submit, for example, Canine CE for a Feline RVS.</p>	
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**NOTA BENE:** If you have met your required CE, and you are entering additional CE for “Additional MOC Points,” they MUST go under the “Additional MOC Points” Category, NOT under “Required CE Hours per 10 year MOC Cycle” Category.

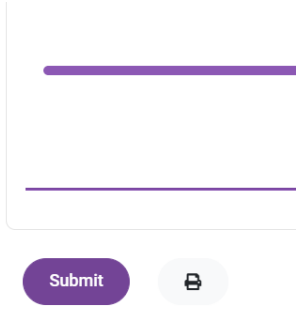
<p>There may be additional instructions in the purple box, based on your RVS Vice Chair’s recommendations. Follow the instructions.</p>	
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Enter the Name. For example, if you attended the ABVP Symposium in 2022, enter “ABVP Symposium 2022.”

<p><b>Name</b> <span style="background-color: red; color: white; padding: 2px;">This field is required.</span></p> <p>Enter a name for the activity</p> <hr/> <p>Enter an identifying title for this activity. For a course or sponsored activity, enter the official title.</p>
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

<p>Enter your total CE.</p> <p><i>NOTA BENE:</i> Only enter your RVS CE in this section! For example, if your RVS is Canine/Feline, and you attend Avian lectures, you <u>must</u> enter that as a separate entry under the NON-RVS CE Activity.</p> <p>Click “Choose files” and upload a pdf or image of the certificate and a SEPARATE LIST of the individual lectures you attended with speaker names and contact hours.</p> <p>For quantity, you must type, not use up/down arrows, to enter the exact amount of CE hours. Do not round. (50-60 minutes = 1 contact hour).</p>	<p><b>Activity units</b></p> <p>1 Hour(s)</p> <p>Input the actual number of units based on <i>your</i> participation.</p> <h2>Documentation</h2> <p>Choose files</p>
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------

<p>Your files will look like this once uploaded.</p>	<p>FILENAME</p> <ul style="list-style-type: none"> <li>CE certificate.jpg</li> <li>List of lectures.jpg</li> </ul>
------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------

<p>Then scroll all the way down, and click “Submit.”</p>	
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## SAVE TIME!

You should upload multiple CE certificates in one request if they are individual 1 or 2 point CE certificates that you obtained over several months.

Example:

- Name: "2021 Jan-Jun random CE"
- If a total of 5 hours of CE (5 x 1 hr CE), enter "5" for the quantity.
- Then attach each of your 5 CE certificates.

Example shows 2 attached.

## Documentation

Choose files



FILENAME

⋮ 1 h CE Local blocks\_VetGirl.pdf

⋮ 1 hr CE DCM and diets\_VetFolio.pdf



## Example 4: Additional MOC Points

Dashboard > My application

Start date of activity

04/02/2023

I have a Preapproval Code (or want to look one up)

I want to enter the details of the activity

Category

Additional MOC Points

Activity

--Select--

- Attendance of ABVP Symposium
- ABVP Committee Volunteerism (Volunteer year is from July 1 to Jun 30 and corresponds with leadership terms. )
- Additional Non-RVS-Specific CE Including All Management CE
- Additional RVS-Specific CE
- Lectures I Have Given
- MOC Points to Carry Over
- Pass Exam for 250 MOC Points
- Publication in Peer Reviewed Journals
- Second Specialty Board Certification
- Successful Mentorship Of A Candidate

Enter a name for the activity

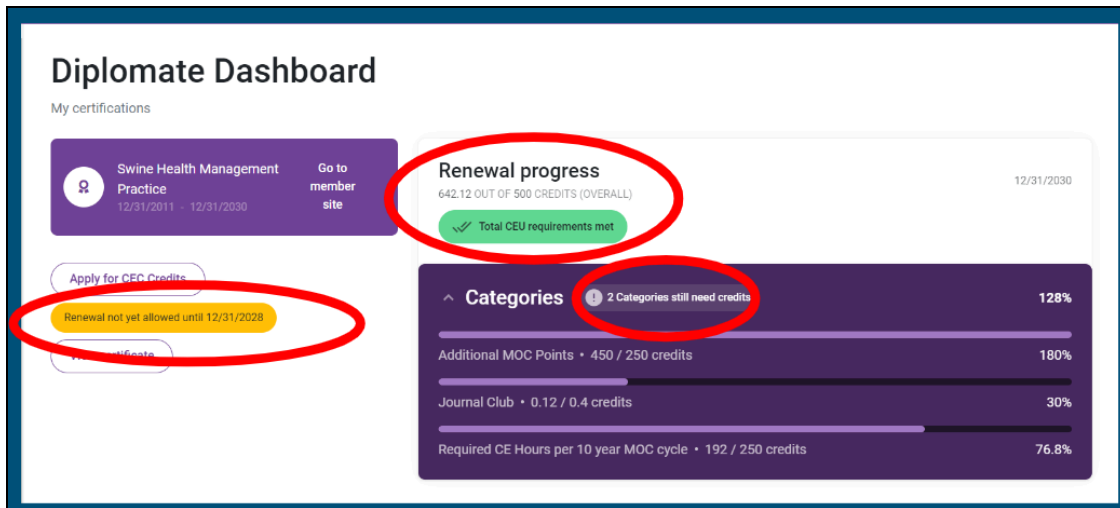
Enter an identifying title for this activity. For a course or sponsored activity, enter the official title.

Follow any additional instructions after choosing the Activity. See the main text above for details. Once you have met the requirements for the “Required CE Category,” use this section to upload additional CE.

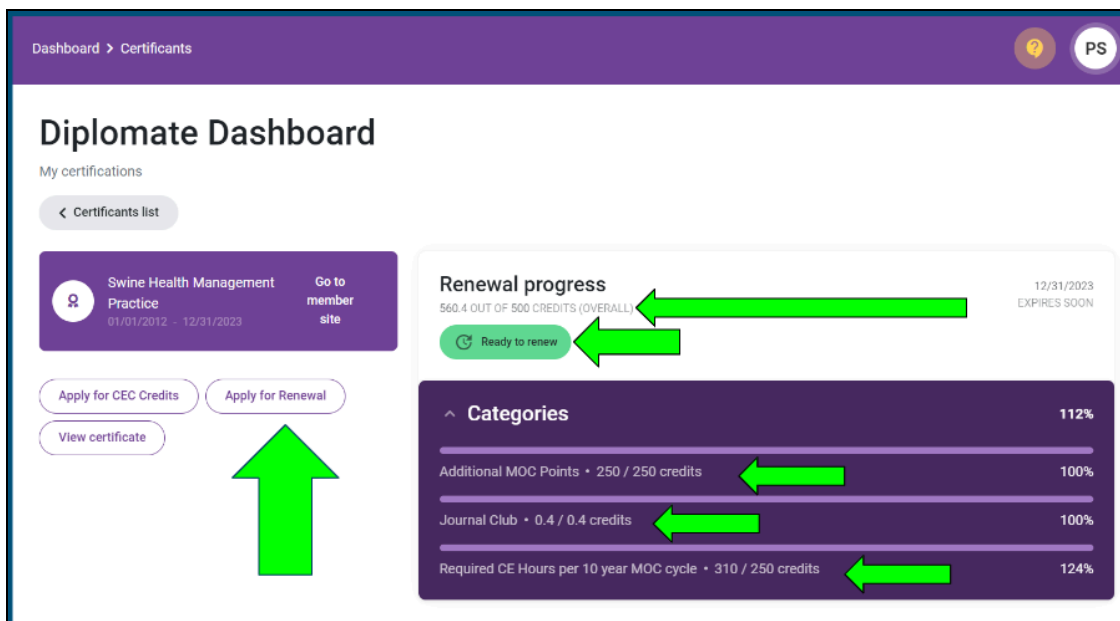
### Example 5: Uploading License and Finalizing Your Renewal

Once you have met your required 500 points, you may click “Apply for Renewal” from the Diplomate Dashboard.

This is an example of an account **not** yet ready to start the renewal process.



This is an example of an account that is ready for renewal. Note all the points categories are full.



All of the **Category Progress Bars** must be at at least 100%, **in addition** to the total points being at least 500.

Click "Apply for Renewal"

# Diplomate Dashboard

My certifications

< Certificants list



Swine Health Management  
Practice

01/01/2012 - 12/31/2023

Go to  
member  
site

Apply for CEC Credits

Apply for Renewal

View certificate

**Read** the instructions, then click the arrow.

Applying for

Maintenance of Certification (MOC) - Swine Health Management Practice Renewal Application - Swine Health Management Practice

Status: In progress

Introduction

Maintenance ...

Print

Save

Submit

## Introduction

This form is for renewal of your RVS certification, which is required every ten (10) years to maintain your diplomate status. On the next page, you will be asked to:

1. Upload your proof of licensure or equivalent (required).
2. Verify you have the minimum of 250 points in the Required Continuing Education Category, 250 points in the Additional Points Category, and 0.4 points in the Journal Club Category.
3. Pay the renewal fee.



**Read** the instructions, and upload your license.

Applying for  
Maintenance of Certification (MOC) - Swine Health Management Practice Renewal Application - Swine Health Management Practice

Status: In progress

Introduction    Maintenanc...

Print    Save    Submit

## Maintenance of Certification

Verify your points below, and be sure the box is checked next to each item that you have uploaded. (If you have had to add anything and are re-submitting this form, you must manually check the box next to any added item or it will not be counted.) If you have technical difficulties, please contact support+abvp@prolydian.com.

You will receive a confirmation email immediately after submitting this form. Once this application has been reviewed by the MOC Committee, you will receive another email notifying you if successful Maintenance of Certification. Please allow 1-2 weeks for this process. If you have questions, please contact mocchair@abvp.com.

Proof of licensure or equivalent \*

Choose file

Scroll down to view a summary of all of the points you uploaded. Be sure to check the boxes next to the points you are requesting (typically check all boxes).

Included credits total: 560.4 (Minimum credit total has been met)

Include	Completed On	Credits	Category name	Activity name
<input checked="" type="checkbox"/>	12/31/2020	0.08	Journal Club	Journal Club Transition Points
<input checked="" type="checkbox"/>	04/18/2022	25	Additional MOC Points	2022 Chicago ABVP Symposium
<input checked="" type="checkbox"/>	01/18/2022	45	Required CE Hours per 10 year MOC cycle	VMX
<input checked="" type="checkbox"/>	03/27/2023	25	Additional MOC Points	Test submission - MOC Committee 22-23
<input checked="" type="checkbox"/>	12/31/2022	75	Required CE Hours per 10 year MOC cycle	CE
<input checked="" type="checkbox"/>	04/15/2022	80	Required CE Hours per 10 year MOC cycle	2022 ABVP Symposium
<input checked="" type="checkbox"/>	08/16/2021	110	Required CE Hours per 10 year MOC cycle	MOC Transition Points
<input checked="" type="checkbox"/>	08/16/2021	175	Additional MOC Points	MOC Transition Points

Scroll down to pay the MOC fee.

Click to submit payment.

The screenshot shows a payment form with the following elements:

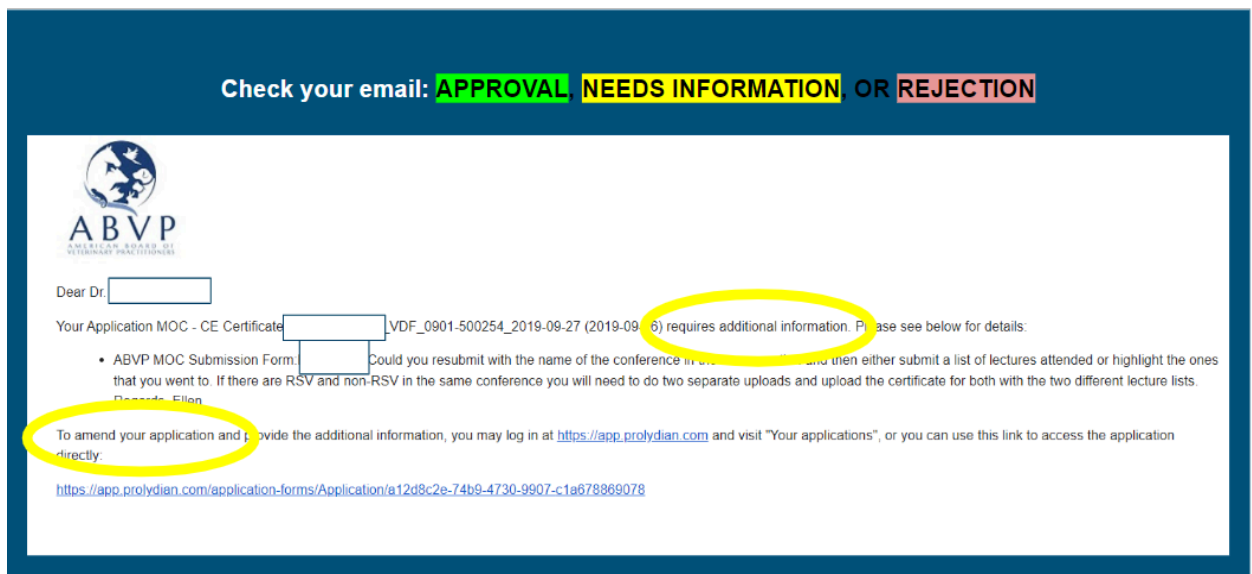
- A purple button labeled "\$ xyz Fee" at the top left.
- A section titled "Credit or debit card" containing a text input field for "Card number" and a smaller input field for "MM / YY CVC".
- A section titled "Postal/Zip code" with an empty text input field.
- A prominent green button labeled "Submit payment" with a lock icon, circled in red.
- A horizontal purple line separating the form from the bottom navigation.
- At the bottom, three buttons: a purple back arrow, a purple "Submit" button circled in red, and a grey print icon circled in red.

Then click to submit renewal.

Note the option to print.

## Tips and Web links

1. Upload screenshots, not photographs, of the computer screen. Illegible items will be returned to you.
2. Use common file types like doc, pdf, jpeg, or png. Do not upload .html, .HEIC, or Apple proprietary files. These are not readable and will be returned to you.
3. "NEEDS INFORMATION": This means that there was a problem with your submission. It has NOT been rejected but must be corrected (the instructions are in the email) and resubmitted. **Do NOT start a new application. Follow the instructions to correct and resubmit!**



## Check out the MOC webpage for more tips and videos!

- <https://abvp.com/>
- <https://abvp.com/maintenance-certification-plan/>
- <https://abvp.com/abvp-journal-clubs/>
- <https://abvp.com/resources/newsletter/>

[end]