



Application for Initial Medical Board Senior Executive Certification

Section I. General Information

Enter full name as you wish it to appear on the certificate.

Name: _____ Date: _____

Title: _____

Address: _____

City, State, ZIP: _____

Business Phone: _____

E-mail Address (optional): _____

Section II. Experience Requirements

Certification is based on a combination of education and experience. Initial certification requires individuals to:

- work for a medical board within the last three years;
- possess an associate's, bachelor's, master's or higher academic degree with experience respective to their degrees; and
- perform three out of five job functions as they relate to medical board past and present employment (budget development, personnel management, policy-level decision making, direct accountability to the board, and legislative work).

Part A:

Identify your current and/or previous medical board of employment and the dates of employment.

Part A: Medical Board

Current medical board of employment: _____

Date of hire: _____

Previous medical board of employment: _____

Dates of employment: _____

Part B:

Check appropriate level of academic degree.

Part B: Academic Degree

Master's or higher

Bachelor's

Associate's

Part C: Job Function/Experience

Based on education level achieved, applicant must possess the required years of experience collectively in three out of the five job functions listed below.

Degree

Required experience

Master's or higher
 Bachelor's
 Associate's

3 years
 5 years
 7 years

Number of Years

Part C:

List position title and years of experience in that position. Check job functions as they relate to each position held.

1) Position Title _____

- Budget development
- Policy-level decision making
- Legislative work
- Personnel management
- Direct accountability to the board

2) Position Title _____

- Budget development
- Policy-level decision making
- Legislative work
- Personnel management
- Direct accountability to the board

3) Position Title _____

- Budget development
- Policy-level decision making
- Legislative work
- Personnel management
- Direct accountability to the board

4) Position Title _____

- Budget development
- Policy-level decision making
- Legislative work
- Personnel management
- Direct accountability to the board

Note: Applicant must have identified three separate job functions while employed in each position listed. Years of experience must be equivalent to education level achieved.

Initial certification requires individuals have an ongoing commitment to educational activities designed to improve their performance as senior medical board executives. **A minimum of 25 points is required in Section III, with fifteen points resulting from participation in Federation-sponsored activities.** Such activities include attending FSMB educational activities and/or serving on FSMB or related national committee(s) or workgroup(s).

Individuals must have attended at least one FSMB Executive Management Seminar and three or more Annual Meetings over the past five years.

Part A

Check appropriate educational events and participation as displayed and total points.

FSMB Event	Points	Total
FSMB Annual Meetings <input type="checkbox"/> 1998 (Orlando) <input type="checkbox"/> 1999 (St. Louis) <input type="checkbox"/> 2000 (Dallas) <input type="checkbox"/> 2001 (Atlanta) <input type="checkbox"/> 2002 (San Diego) <input type="checkbox"/> 2003 (Chicago)	3 points each	_____
FSMB Executive Management Seminars <input type="checkbox"/> 1998 <input type="checkbox"/> 1999 <input type="checkbox"/> 2000 <input type="checkbox"/> 2001 <input type="checkbox"/> 2002 <input type="checkbox"/> 2003	1 point each	_____
FSMB Board Investigator Workshops <input type="checkbox"/> 1995 <input type="checkbox"/> 1996 <input type="checkbox"/> 1999 <input type="checkbox"/> 2000 <input type="checkbox"/> 2001 <input type="checkbox"/> 2002 <input type="checkbox"/> 2003	1 point each	_____
FSMB Regional Workshop Series <input type="checkbox"/> 1998 <input type="checkbox"/> 1999 <input type="checkbox"/> 2000 <input type="checkbox"/> 2001 <input type="checkbox"/> 2002 <input type="checkbox"/> 2003	1 point each	_____
Annual Administrators in Medicine Meetings <input type="checkbox"/> 1998 <input type="checkbox"/> 1999 <input type="checkbox"/> 2000 <input type="checkbox"/> 2001 <input type="checkbox"/> 2002 <input type="checkbox"/> 2003	1 point each	_____
Regional Administrators in Medicine Meetings <input type="checkbox"/> 1998 <input type="checkbox"/> 1999 <input type="checkbox"/> 2000 <input type="checkbox"/> 2001 <input type="checkbox"/> 2002 <input type="checkbox"/> 2003	1 point each	_____
New Executives Orientation Year Attended _____	1 point each	_____
	Subtotal	_____

Part B

List all committees, workgroup service or presentations within the last five years and place the appropriate points after each.

Part B: Presentations/Committees/Workgroups

Other professional development activities eligible for certification credit are as follows:

Service	Description:	Points
*Committees -	FSMB standing or special committees, Executive Advisory Council, FSMB representative to a committee, and other national committees, e.g., USMLE, NBME	3
Presenter -	FSMB annual meeting	3
Presenter -	FSMB regional workshops, or board investigator workshops	2
Presenter -	other FSMB national meetings or other organizations' meetings, e.g., AIM, CAC, CLEAR, FARB; must be related to issues of medical licensure and regulation	1
	Federation Workgroup	1

**Note: Points are only given per committee even though special committees may span more than one year to complete their charge.*

