AMERICAN BOARD OF FOOT AND ANKLE SURGERY

Information and Requirements For Board Certification

American Board of Foot and Ankle Surgery®
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This document contains information specific to the Spring 2021 examinations only

As of December 2020
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Americans with Disabilities Act. In compliance with the Americans With Disabilities Act, the American Board of Foot and Ankle Surgery® will make reasonable accommodations for individuals with disabilities provided the candidate submits a written request and all required documentation no later than thirty (30) days prior to the date(s) of the examination. Candidates will find additional information including how to apply on the ABFAS website.
The Board Certification Process

After attaining Board Qualified status, you can begin the Board Certification process. You must achieve Board Certification within 7 years of Board Qualification.

What Does It Mean to be Board Certified?

**Board Certification in Foot Surgery**

Board certification in Foot Surgery indicates that you have demonstrated a cognitive knowledge of foot surgery, including the diagnosis of general medical problems and surgical management of pathologic foot conditions, deformities, and/or trauma, and related structures that affect the foot and ankle.

**Board Certification in Reconstructive Rearfoot/Ankle (RRA) Surgery**

Board certification in RRA Surgery indicates that you have demonstrated a cognitive knowledge of foot and ankle surgery, including the diagnosis of general medical problems and surgical management of pathologic foot and ankle conditions, deformities, and/or trauma, and related structures that affect the foot, ankle, and leg. **Board Certification in Foot Surgery is a prerequisite for Board Certification in RRA Surgery.**

Changes to the Board Certification Process

As of September 2020, candidates seeking ABFAS certification must follow the new certification process.

ABFAS' goals of the new certification process:

- Simplify the certification process by requiring fewer exams
- Save candidates time and money

The new Board Certification process requires Board Qualified candidates to pass the Case Review Examination in addition to having an active, unrestricted medical license, and current hospital/surgery center surgical privileges. Candidates must become certified in foot surgery before becoming certified in RRA surgery, although candidates can apply for both Case Review exams in the same year or apply for RRA Case Review prior to Foot Case Review.

*Please note, those Board Qualified candidates who passed the 8-case Computer-based Patient Simulation (CBPS) exam to become Board Qualified must pass the 12-case NEW CBPS exam in addition to Case Review to become Board Certified. The former 8-case CBPS examination is not the psychometric equivalent of the NEW CBPS examination, which is the new requirement for Board Qualification. Please see the ABFAS Board Qualification document for additional information on the NEW CBPS examination.*
<table>
<thead>
<tr>
<th>Former ABFAS Board Qualification and Certification Examinations Requirements</th>
<th>Board Qualification and Certification Examination Requirements as of September 2020</th>
</tr>
</thead>
</table>
| **In-training Examinations (September)** | **PGY 1 & 2** (and **PGY 3 in 4-year programs**)
- Foot Surgery Didactic – 90 Items
- Foot Surgery CBPS – 8 Cases

**PGY 3** (and **PGY 4 where applicable**) in PMSR/RRA programs
- Foot & RRA Didactic – 90 Items
- Foot & RRA CBPS – 4 Foot/4 RRA

**Final Year Residents** take In-training Exams that are the equivalent of the new Board Qualification Examination Series (see below) |
| **Part I Board Qualification** | **Part I Board Qualification**
- Foot Surgery Didactic – 80 Items
- Foot Surgery CBPS – 8 Cases
- RRA Surgery Didactic – 80 Items
- RRA Surgery CBPS – 8 Cases

**Candidates will be able to apply their passing Final-Year ITE scores for qualification purposes upon payment of a qualification fee.** |
| **Part II Board Certification** | **Part II Board Certification**
- Foot Surgery CBPS – 12 Cases
- Foot Surgery Case Review
- RRA Surgery CBPS – 16 Cases
- RRA Surgery Case Review

**Board Qualified prior to September 2020:**
- New Foot Surgery CBPS – 12 cases
- Foot Surgery Case Review
- **NEW RRA Surgery CBPS – 12 Cases**
- **RRA Surgery Case Review**

**Board Qualified September 2020 or after:**
- Foot Surgery Case Review
- RRA Surgery Case Review |

### Registration for Case Review

#### Register

To get started, log into the [ABFAS website](#) with your ABFAS username and password. If you have forgotten your username or password, you will find assistance on the [login page](#).

After you have logged into your profile, click on “Examinations” on the top toolbar. Next, click “Register for An Exam” on the left-hand toolbar. Follow the steps to select and pay for your exam. You will then be registered for
your exam.

For additional registration instructions click here.

Summary of Case Review Changes for 2021

1) Addition of Category 6 in the Podiatry Logging Service (PLS). This will allow candidates to log miscellaneous surgical procedures that might be done in a hospital and show on hospital logs, so necessary for the hospital audit, but are not reviewed in Case Review. Examples include closed reduction fracture with external fixation or no fixation, hardware removal, TOPAZ, PRP injections, wart removal, nail procedures, etc. The Category 6 mirrors the PRR logging Category 6. Not for use for logging procedures outside of the operating room, e.g. procedures performed in a clinic or office setting.

2) Only 2 MPTJ implants (2.1.8 and 2.2.7) count towards meeting the diversity requirements.

Case Review

The Case Review process has four components: (1) PLS case logging, (2) completion of diverse procedures, (3) facility audit, and (4) case documentation and review.

Documentation

1. Podiatry Logging Service (PLS) Case Logging

Log all post-residency procedures for which you were the surgeon of record, into the Podiatry Logging Service (PLS) for Surgery. You must log all surgical procedures into PLS in order to qualify for ABFAS certification. Residency cases do not meet the surgeon of record requirement, therefore DO NOT LOG RESIDENCY CASES. You may log fellowship cases if you were surgeon of record. ABFAS will request complete documentation for 11 foot and 11 RRA surgery cases that are in your PLS logs. ABFAS performs a hospital/surgery center audit as part of determining your eligibility for Case Review.

Please remember to enter into PLS all post-residency surgical procedures that you performed as surgeon of record. If, however, you are already certified in Foot Surgery and seeking only RRA Surgery certification, you may log only post-residency RRA procedures.

The PLS system will inform you when you have met the quantity and diversity requirements. If you click on the link at the top of the “Manage Case” page which states “Do I meet the requirements?” it will generate a report that shows the number of cases in each qualifying category (see Case Requirements example below). In the report, the bottom of the table shows the minimum number of cases you need for Foot and for RRA case review eligibility. The center section addresses whether you have enough cases for ABFAS to select cases for the exam. If you have taken Case Review previously and were unsuccessful, ABFAS cannot use previously reviewed cases again. Therefore, while you may meet the required minimum number of cases, you may not have enough cases to meet case selection criteria. This is why it’s important for you to continue logging all cases until you pass Case Review.
Case Requirements - Test Candidate

ABFAS has analyzed your cases according to the standards and requirements currently in effect. You will find the current version of the ABFAS Board Certification requirements here: Board Certification Document.

The case requirements represent the minimum number of cases you need before you can register for case review. Please note, upon completion of your residency you should log all surgical cases where you are surgeon of record.

You meet the 2020 case requirements for Foot Surgery.

You do not meet the 2020 case requirements for Reconstructive Rearfoot/Ankle Surgery.

- Even though you may have met the minimum cases to meet the diversity requirements, you still do not have enough cases with the procedure types that ABFAS selects for case review. Please continue to log your cases.

### Foot Category

<table>
<thead>
<tr>
<th>Procedure</th>
<th>Minimum</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Cases</td>
<td>65</td>
<td>235</td>
</tr>
<tr>
<td>Total Foot Category Cases</td>
<td>30</td>
<td>99</td>
</tr>
</tbody>
</table>

### Procedures

<table>
<thead>
<tr>
<th>Procedure</th>
<th>Limit</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.1.3 Bunionectomy with phalangeal osteotomy</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>2.1.4 Bunionectomy with distal first metatarsal osteotomy</td>
<td>15</td>
<td>9</td>
</tr>
<tr>
<td>2.1.5 Bunionectomy with first metatarsal base or shaft osteotomy</td>
<td>15</td>
<td>10</td>
</tr>
<tr>
<td>2.1.6 Bunionectomy with first metatarsocuneiform fusion</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>2.2.1 Cheliotomy</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>2.2.6 MPJ Fusion</td>
<td>15</td>
<td>1</td>
</tr>
<tr>
<td>2.3.3 Metatarsocuneiform fusion (other than for hallux valgus or hallux limitus)</td>
<td>15</td>
<td>1</td>
</tr>
<tr>
<td>2.3.4 Amputation</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>2.3.5 Management of complex bunionectomy (with or without base repair)</td>
<td>15</td>
<td>3</td>
</tr>
</tbody>
</table>

### Reconstructive Rearfoot/Ankle Category

<table>
<thead>
<tr>
<th>Procedure</th>
<th>Minimum</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Cases</td>
<td>30</td>
<td>66</td>
</tr>
<tr>
<td>Total RRA Category cases</td>
<td>13</td>
<td>26</td>
</tr>
</tbody>
</table>

PLS Checklist

- Ensure that cases are logged with the correct procedure code in PLS.
  
  *Note: Failure to correctly log procedure type is a common error.*

- Ensure that you are listed as the only Surgeon (not Co-surgeon, Assistant Surgeon, or any other designation) on all operative reports and all chart materials for every procedure on the list.

- Ensure that you are listed as the surgeon of record (not co-surgeon) in the intraoperative anesthesia record or circulating nurse’s notes.

- List every procedure performed and documented in the operative report.

2. Required Procedures

Candidates must log a minimum of 65 cases in PLS for eligibility to submit cases for review for Foot Surgery certification. (see Appendix C). For Foot Surgery certification, a minimum of 30 cases must include surgery from
the First Ray, Other Osseous and Reconstructive Rearfoot/Ankle categories listed in Appendix A.

For RRA Surgery certification, a minimum of 30 RRA surgery cases must be logged. Additionally, the RRA cases must include a minimum of 13 procedures from Appendix B.

Candidates repeating the Case Review portion of the examination must ensure they have an adequate volume of cases to meet the requirement. Cases selected for Case Review in previous years will not be used for Case Review in subsequent years.

- RRA procedures consisting of diagnostic operative arthroscopy, subtalar joint arthroereisis, foreign body/hardware removal, chondroplasty involving the bones of the hindfoot, or ostectomy are not counted toward the required 30 total.
- Open management of fractures must include some type of internal or external fixation.
- Unproven or experimental procedures are not counted toward the required 65 total.
- Removal of internal or external fixation devices or implants is not counted.
- Extracorporeal shock wave therapy (ESWT) procedures and application of biological dressings are not acceptable.
- ABFAS does accept minimally invasive surgery procedures.

### Required Cases for Case Review Eligibility

<table>
<thead>
<tr>
<th>FOOT SURGERY CERTIFICATION</th>
<th>65</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Ray, Other Osseous, RRA Cases(^a)</td>
<td>30(^b)</td>
</tr>
<tr>
<td>RRA SURGERY CERTIFICATION</td>
<td>30(^c)</td>
</tr>
<tr>
<td>RRA - Elective and Nonelective Osseous</td>
<td>13(^c)</td>
</tr>
</tbody>
</table>

a. See Appendix A for more details.
b. List procedures involving only the hallux as digital procedures.
c. See Appendix B for more details.

The procedures within each major category must demonstrate the candidate’s range of surgical experience. Inappropriate use or overuse of one procedure type (e.g., chevron bunionectomy) may result in failing scores.

Important to know: **Follow all instructions carefully to optimize your chances of successfully passing Case Review.**
Mislogging

Mislogging is one of the major reasons why candidates fail Case Review. Pay close attention to ensure each case is logged accurately. Below is a list of common logging errors that resulted in candidates failing Case Review:

1) A Lisfranc fracture ORIF or arthrodesis is not considered a rearfoot procedure. A Lisfranc fracture ORIF should be logged as 4.13 (Open management of tarsometatarsal fracture/dislocation) and a Lisfranc joint arthrodesis is logged as 4.15 (tarsometatarsal fusion). Please note: "Midfoot" joint(s) refers to any joint proximal to, and not including, tarsometatarsal/Lisfranc joint.

2) A Lapidus bunionectomy is a first ray procedure and should only be logged as 2.1.6 (bunionectomy with first metatarsocuneiform fusion) or 2.2.5 (joint salvage with first metatarsocuneiform fusion) or 2.3.3 (metatarsocuneiform fusion, other than for hallux valgus or hallux limitus).

3) A Haglund’s deformity where the posterior heel exostosis is shaved (without detaching and reattaching a major portion of the Achilles tendon) should be logged as 4.1 (partial ostectomy). Such cases are never used for Case Review. If logged incorrectly we will not review the case and that will negatively impact your overall case review score. If the removal of the bone spur includes detachment and reattachment of the Achilles, you must use 4.19.

4) Plastic surgery does not include simple wound debridement and synthetic/biological graft application. A synthetic/biological graft application and/or simple double elliptical lesion excision does not meet the criteria for Case Review and if submitted we will not review that case and that will negatively impact your overall case review score.

5) A Kidner procedure should be logged either as 5.1.6 (tendon augmentation/supplementation/restoration) or 3.1 (excision of ossicle). Removal of any ossicle such as os peroneum, os navicularis, os trigonum should only be logged as 3.1. Do not take the risk and log incorrectly as a simple ossicle removal with/without tendon debridement is not a qualified procedure for Case Review and we will not review the case and that will negatively impact your overall case review score.

6) If a joint salvage procedure with cheilectomy only is incorrectly logged as a joint salvage procedure with distal metatarsal osteotomy, we may not review the case and that will negatively impact your overall case review score.

7) Open management of fracture or metatarsophalangeal joint (MTPJ) dislocation cases must include internal or external fixation.

8) In cases where a subchondroplasty procedure is performed as part of another procedure, only the index procedure must be logged. For example, a talar dome or distal tibial subchondroplasty may only be logged as:
   - 5.2.7 open management of talar dome lesion (with or without osteotomy), or
   - 5.2.8 ankle arthrotomy with removal of loose body or other osteochondral debridement"

   If subchondroplasty is performed in isolation, the appropriate logging mandates use of one of the following subcategories:
   1.13 other osseous digital procedure not listed above
   2.3.10 other first ray procedure not listed above
   4.18 other osseous procedures not listed (distal to the tarsometatarsal joint)
   5.2.11 other elective reconstructive rearfoot/ankle osseous surgery not listed above

3. Documentation of Facility, Procedures, and Hospital/Surgery Center Privileges

Hospital/Surgery Center Audit

ABFAS will select one of the facilities in which you performed surgery to ensure that you have logged all procedures that you performed at that facility into PLS. On December 15, 2020, ABFAS will email you detailed
instructions on obtaining and submitting a case list and facility attestation letter to verify the list of procedures that you performed at that facility for a given period. You will have until January 22, 2021 to upload the facility attestation letter and case list into PLS. See Appendix F for a sample of a case list.

4. Case Documentation & Case Review

ABFAS will randomly select 11 Foot Surgery and/or 11 RRA Surgery cases from your PLS log for detailed documentation of the case. On February 2, 2021, ABFAS will notify you via email that the list of selected cases is available on your PLS site. You will then upload complete documentation, including all images, into PLS for review. ABFAS does not allow paper submissions.

After you upload all required documentation (detailed instructions below), a team of case reviewers (ABFAS board certified foot and ankle surgeons) will evaluate all aspects of the surgical procedures that you submitted. This includes evaluation of preoperative clinical assessment, preoperative radiographic assessment and post-operative care, as well as performance of the procedures(s) including technical skills assessment and outcomes analysis.

Case Documentation Instructions

ABFAS evaluates and scores all procedures based on materials provided by candidates. Providing incomplete documentation is a common error that may result in a lower score. A few important things to remember:

- All documents must be legible.
- All typed/handwritten materials must be submitted in PDF format.
- Please highlight your name where listed as surgeon and also highlight the surgery date. Taking these steps will help the reviewers during the surgeon of record check and also help you as you pull together your documentation so that you have the correct files.
- If for some reason the facility does not have all of the records for the case, please contact ABFAS prior to the deadline for submittal of cases.
- Please ensure the documents do not have any redactions
- When you download the documents from an electronic medical records system, please ensure you include your name and the patient’s name/ID in each of the files.

1. Pediatric History and Physical (H&P)/Assessment

☐ This is the record of your initial assessment (not that of another physician) when the patient first presented for the condition leading to the surgical procedure performed. ABFAS is looking for your pre-operative assessment of the specific condition requiring/leading to the surgical procedure. If the records are handwritten, please submit H&P records electronically as both (1) scanned copies of all handwritten material; and (2) typed copies of all your handwritten materials. Please convert typed copies to PDF format. Alternatively, you can submit copies of electronic medical records.

2. Operative Report (OP Report)

☐ Submit a copy of the typed operative report upon which you are listed as Surgeon (not Co-Surgeon, Assistant Surgeon, or any other designation). Procedures listing more than one surgeon of record are not acceptable. Common error: Another physician listed as surgeon or co-surgeon.

3. Progress Notes

☐ Submit typed progress notes from the time of first presentation following the procedure through final
outcome. Include all pertinent supportive medical assessments generated by another physician. If a patient undergoes multiple procedures on separate dates, present all progress notes, including any notes related to complications, prior surgery, or surgical revisions. Please note, evidence of addenda after the date of case selection will lead to case rejection.

☐ For procedures involving hospital admissions of greater than 24 hours, include:
  ▪ Typed copies of progress notes from the first 3 inpatient days
  ▪ Copies of all inpatient progress notes (including those of consultants)
  ▪ Typed versions of all outpatient follow-up visit progress notes through final outcome

☐ Submit progress note records electronically converted to PDF format and in chronological order from oldest to most recent.

☐ If you performed a surgery on a patient that you saw at a free clinic/resident clinic/emergency facility, but were unable to follow the patient postoperatively, please address the reason for the inability for follow-up in the progress notes.

☐ If a patient is lost to follow-up, please provide documentation to support that the patient did not show up or cancelled their last follow-up appointment with your office. If you are using an EMR system, please generate an appointment report and submit this along with your progress notes as evidence to support that the patient was lost to follow-up.

Note: Preprinted or standardized operative reports with blank spaces filled in or using standardized language from a word processor or computer are not acceptable.

4. Consultation
☐ Submit separate consultative reports such as vascular, neurological, oncology, etc.

5. Laboratory Reports (Labs)/Diagnostic Reports
☐ Submit copies of any relevant report of preoperative tests ordered, including laboratory studies, MRI, nuclear medicine, electrodiagnostic studies, etc.

6. Pathology Report (Path Report)
☐ Submit copies of any pathology report for soft-tissue lesions, infections, and other procedures for which a specimen was sent because abnormal pathology was present.

7. Intraoperative Anesthesia Record/Circulating Nurse’s Notes
☐ Submit copies of the intraoperative anesthesia record or circulating nurse’s notes from the facility listing you as the surgeon of record (not the anesthesiology consultation notes). This document provides ABFAS with the PRIMARY source of verification that you were the surgeon of record.

**ABFAS Policy for Potential Misrepresentation**
- Any incomplete, questionable, modified or falsified case materials submitted may be evaluated further by ABFAS.
- If Case Review uncovers any suspicion or evidence of falsified records, including altered labeling of medical imaging studies, if substantiated, this may result in, at minimum, forfeiture of the right to sit for the examination and all fees paid, and at maximum, your disqualification for Board Qualification or Certification.
- ABFAS may require that you help verify submitted documents.
- ABFAS reserves the right to pursue further investigation including, but not limited to, sending an ABFAS-appointed representative to the hospital/surgery center to further review documentation.
Appendix G provides examples of proper documentation.

Image Submission Requirements

General Requirements

The following general requirements apply to every image you upload as part of complete case documentation. Noncompliance with image requirements and instructions may result in rejection of case documentation with no opportunity to resubmit missing materials. Appendix D provides further information.

1. Image Format

☐ Submit all images, regardless of original format, in JPG, JPEG or PNG format.

ABFAS reserves the right to examine, on site, images stored on the imaging equipment hard drive to determine that submitted images have not been altered. If it is determined that images have been altered you will forfeit, at minimum, the right to sit for the examination and all fees paid, and at maximum, your disqualification for Board Certification.

2. Image Clarity

☐ All images must be clearly readable.
☐ Ensure that the reviewer will be able to clearly identify all pathology, fixation, and bone healing within the image.

Note: Unreadable images may lead to rejection of procedures and/or failing the case.

3. Three Views

☐ For MRIs and computerized tomographic (CT) images, submit individual images of a minimum of three views (see below for radiographs/plain films) clearly demonstrating pathology or findings.

Required Radiographic Images

☐ Select appropriate views for each procedure, listed below. Identify each image and label each image with patient’s name and date of imaging. “Best two views” must demonstrate appropriate surgical pathology and outcome e.g., axial calcaneal and lateral view for calcaneal osteotomy or fracture ORIF, AP and Lateral WB view for metatarsal osteotomies. You may submit up to ten (10) images per category. Radiographs that best show final healing are most helpful for review.

<table>
<thead>
<tr>
<th>Preoperative images (weight-bearing not required for trauma)</th>
<th>First Ray Surgery</th>
<th>Infection/ Other Osseous Foot Surgery</th>
<th>Foot and Ankle Trauma</th>
<th>RRA Surgery (Except for Trauma Cases)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weight-bearing AP, Lateral</td>
<td>Best two views</td>
<td>Minimal Best two views</td>
<td>Weight-bearing Best two views</td>
<td></td>
</tr>
</tbody>
</table>

Demonstrate operative alignment and fixation, if used. Intraoperative images are acceptable.

<table>
<thead>
<tr>
<th>Initial postoperative images</th>
<th>AP, Lateral</th>
<th>Best two views</th>
<th>Minimal Best two views</th>
<th>Best two views</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Failure to comply with the process and/or discovery of falsified records will result in disqualification and such other action as ABFAS deems appropriate including revocation of Board Qualified status, disqualification for certification, and forfeiture of fees paid.
Final outcome images

- Latest final postoperative images.
- Demonstrate removal of provisional/temporary hardware and radiographic osseous union of osteotomies, fusions, and fractures

<table>
<thead>
<tr>
<th>Weight-bearing</th>
<th>Best two views</th>
<th>Minimal Best two views of correction</th>
<th>Weight-bearing</th>
</tr>
</thead>
<tbody>
<tr>
<td>AP, Lateral</td>
<td></td>
<td></td>
<td>Best two views</td>
</tr>
</tbody>
</table>

When appropriate, an MRI or CT may substitute for an x-ray.

**Common Errors**

- Lack of preoperative weight-bearing radiographs where required.
- Lack of postoperative weight-bearing radiographs demonstrating reduction of deformity, bone healing, or consolidation.
- Final radiographs demonstrating provisional/temporary hardware.
- Failure to upload each image in the appropriate category represented by the image (preoperative, immediate postoperative, and final).

**Resources**

The following is available on the ABFAS website. You must log in prior to accessing the podcast.

- Podcast “Case Review Preparation and PLS Logging”

**Examination Results**

ABFAS will email you a notification after posting your exam results (log in to see your results) to your ABFAS profile page. If you fail an exam, you will be able to download a score report that provides an analysis of your performance. Copies of the exam items are not available. If you pass only one component of the Board Certification exams, you will receive credit for that component but will not achieve Board Certification status. CBPS or Case Review credit is valid for 7 years or until your eligibility for ABFAS certification expires, whichever occurs first.

**Appeals**

A candidate who fails the Case Review examination may request a one-time appeal of the result if they provide an objective basis to overturn one or more of the findings. This policy defines the procedures for this limited appeal. Please note, surgeon of record issues and mislogged cases are not subject to appeal.

**Statute of Limitations**

If you do not achieve Board Certification by the close of the seventh year after you achieve Board Qualification status, you will no longer be eligible for ABFAS certification, unless you finished a PM&S-36, PMSR or PMSR/RRA residency program prior to 2014 and requalify.

If your Board Qualified status in Foot Surgery expires before your Board Qualified status in RRA Surgery, ABFAS will suspend your RRA status until you have successfully reestablished the required status in Foot Surgery (provided that your RRA status has not expired prior to the reestablishment of Foot Surgery status).
Procedure to Initiate an Appeal Request

A candidate who desires to appeal may not communicate with ABFAS about their Case Review results or the appeal process other than under the terms of this policy.

A candidate may request an appeal of a specific or multiple Case Review finding(s) no later than 14 calendar days (2 weeks) after ABFAS publishes the Case Review results on the candidate’s profile page and notifies the candidate (usually by email) that the results are available (the “Case Review Results Release Date”). A request for appeal must be submitted by completing all fields in ABFAS’ online Case Review Appeal Request form. The form asks for, among other information, case number, procedure category, evaluation area, and the specific case(s) and initial reviewer(s)’s findings (available from the candidate’s score report) about which the candidate has chosen to request an appeal and the objective reason(s) why the candidate is appealing the findings for each case.

Appeal Initial Review
An ABFAS representative, usually the ABFAS Credentials Associate Director, will review the candidate’s online submission and contact the candidate to discuss the candidate’s questions and basis for appeal during a single phone call to occur no later than 35 calendar days (5 weeks) after the Case Review Results Release Date.

Procedure to Request an Appeal
If the candidate determines after the phone call with the ABFAS representative to continue to pursue an appeal, the candidate must no later than 63 calendar days (9 weeks) after the Case Review Results Release Date submit a letter to ABFAS explaining the candidate’s basis for appeal of each case and reviewer’s findings being appealed. The letter may not include, and ABFAS will not consider, any additional documentation not originally submitted as part of the Case Review submission.

The letter must be addressed to the American Board of Foot and Ankle Surgery, Attn: Case Review Appeals, 445 Fillmore Street, San Francisco, CA 94117, and delivered via trackable delivery service such as FedEx, UPS, or USPS with tracking. The letter must be accompanied by a valid check made payable to the American Board of Foot and Ankle Surgery in the amount of $4,000. If the candidate is appealing findings in the Foot Surgery and RRA Surgery exams, the cost is $8,000. The candidate may, in addition to hardcopy delivery, submit a photocopy of the appeal letter and the check by email to CRappeals@abfas.org, which may permit faster processing.

ABFAS Procedure for Review Panel
ABFAS will not consider appeals that fail to strictly comply with this policy.

No later than 84 calendar days (12 weeks) after the Case Review Results Release Date, ABFAS will convene a Review Panel of three ABFAS-certified podiatrists who participated in the most recent Case Review examination but did not score the candidate’s appealed Case Review submission(s). The Review Panel’s members will remain confidential, and each member is prohibited from having any other communication with the candidate that is in any way related to the appeal. The appealing candidate may not initiate any other communication with Review Panel members related to the appeal and may not be present for the Review Panel’s review of the candidate’s submission.

Upon review of the candidate’s written submission, the Review Panel will determine whether to leave the result unchanged or to revise one or more of the appealed findings. If the Review Panel decides to revise one or more findings, the revised finding(s) will be provided to an independent psychometrician to re-score the Case Review
using the same scoring methodology previously applied. If the re-scored Case Review meets or exceeds the minimum passing score, the candidate will pass Case Review and receive a refund of the appeal fee.

No later than 10 calendar days after either a decision not to revise any finding or completion of the re-score, ABFAS will send a letter to the candidate by overnight, trackable delivery communicating the result of the appeal. The Review Panel’s decision is final. By submitting a request for appeal, the candidate accepts the outcome and acknowledges that there is no further obligation by ABFAS.

### Step | Deadline: Calendar Days (Weeks) After Case Review Results Release Date
--- | ---
Submit Appeal Form | 14 days (2 weeks)
ABFAS Representative Calls Appellant | 35 days (5 weeks)
ABFAS Receives Appellant Letter | 63 days (9 weeks)
Review Panel Convenes | 84 days (12 weeks)
ABFAS Responds to All Appellants | 112 days (16 weeks)

#### 2. Confidentiality

ABFAS considers the status of an individual's participation in and the stage of completion of all certification components, including an individual's certification status and certification history, to be public information. ABFAS reserves the right to publish and share public information in any and all public forums determined by ABFAS to be reasonable, including the posting of public information on the ABFAS website, sharing the public information with medical licensure boards, managed care organizations, third party payers, or others. While ABFAS generally regards all other information about individuals as private and confidential, there are times that ABFAS must release certain information to fulfill its responsibilities as a medical specialty board.

ABFAS specifically regards the results of an individual's Qualification, Certification, or Recertification examination (score and whether the individual passed or failed) as private and confidential.

### Additional Requirements

#### Verification of Surgical Privileges

ABFAS requires official documentation of current surgical privileges consistent with the area of certification desired (Foot Surgery and/or RRA Surgery). Please submit proof via email at privileges@abfas.org, or fax to 415.553.7801. **Do NOT upload proof of surgical privileges into PLS.**

#### Active, Unrestricted License to Practice

ABFAS requires that that you maintain a valid, unrestricted, podiatric license in the US or Canada. Candidates must report any change in licensing status to ABFAS. Submit license documentation or notification of change in licensing status via email to licenses@abfas.org or by fax to 415.553.7801
**Diplomate Certificates**

After you meet all Board Certification requirements and pass the Board Certification examination, ABFAS will issue you one (1) complimentary framed certificate confirming that you are a:

- Diplomate of the American Board of Foot and Ankle Surgery® with Certification in Foot Surgery

  and (if applicable)

- Diplomate of the American Board of Foot and Ankle Surgery® with Certification in Reconstructive Rearfoot/Ankle Surgery

**Period of Certification**

Initial certification is for a period of 10 years. Board Certified surgeons may promote their status on ABFAS letterhead, publications, and other advertisements following [ABFAS advertising guidelines](#). ABFAS provides a [toolkit](#) for promoting your certification on its website.
Calendar
A full calendar for all ABFAS examinations and deadlines is at Exam Calendar. The dates that pertain to the Board Certification Case Review examination are repeated below for convenience.

November 2, 2020 – Case Review registration opens.

December 11, 2020 – Case Review registration closes.


February 2, 2021 – List of procedures selected for Case Review is available on the PLS website.


April 30 – May 1, 2021 – Case Reviewers meet. Candidates do not attend case review.

Examination Fees

<table>
<thead>
<tr>
<th>Case Review Examination Fee</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Application Fee (NON-REFUNDABLE). Paid once per calendar year, regardless of number of exams, based on the year the exam takes place.</td>
<td>$225</td>
</tr>
<tr>
<td>Case Review Examination</td>
<td>$475</td>
</tr>
</tbody>
</table>

Case Review Refund Policy

<table>
<thead>
<tr>
<th>Circumstance</th>
<th>Refund</th>
</tr>
</thead>
<tbody>
<tr>
<td>Candidate requests to withdraw prior to the facility audit date.</td>
<td>Exam fee (s)</td>
</tr>
<tr>
<td>Candidate fails facility audit and is therefore unable to continue the Case Review process. ABFAS generates withdrawal and exam fee refund.</td>
<td>Exam fee(s)</td>
</tr>
<tr>
<td>Candidate requests to withdraw post facility audit date.</td>
<td>Exam fee(s)</td>
</tr>
<tr>
<td>Candidate does not upload required Case Review documentation by due date.</td>
<td>None</td>
</tr>
</tbody>
</table>
APPENDIX A

Expanded List of Categories for Foot Certification Case Review

Please ensure that you correctly log procedures into PLS. Case reviewers evaluate procedures based on the category you have assigned. For example, if a joint salvage procedure with cheilectomy only is logged as a joint salvage procedure with distal metatarsal osteotomy, you will receive a low or failing score for that case. Open management of fracture or MTPJ dislocation cases must include internal or external fixation. Procedures are evaluated based on surgical decision-making, preoperative clinical assessment, preoperative radiographic assessment, perioperative ancillary laboratory assessment, technical skills assessment, and outcomes analysis.

Each category in “italics” has an allowable maximum of 2 of the 30 required cases.
Each category in “non-italics” has an allowable maximum of 15 of the 30 required cases.

Hallux Valgus Surgery

2.1.3 bunionectomy with phalangeal osteotomy
2.1.4 bunionectomy with distal first metatarsal osteotomy
2.1.5 bunionectomy with first metatarsal base or shaft osteotomy
2.1.6 bunionectomy with first metatarsocuneiform fusion
2.1.7 MTPJ fusion
2.1.8 MTPJ implant
2.1.10 bunionectomy with double correction with osteotomy and/or arthrodesis

Hallux Limitus Surgery

2.2.1 cheilectomy
2.2.2 joint salvage with phalangeal osteotomy (Kessel-Bonney, enclavement)
2.2.3 joint salvage with distal metatarsal osteotomy
2.2.4 joint salvage with first metatarsal shaft or base osteotomy
2.2.5 joint salvage with first metatarsocuneiform fusion
2.2.6 MTPJ fusion
2.2.7 MTPJ implant

Other First Ray Surgery

2.3.2 osteotomy (e.g., dorsiflexory)
2.3.3 metatarsocuneiform fusion (other than for hallux valgus or hallux limitus)
2.3.4 amputation
2.3.5 management of osseous tumor/neoplasm (with or without bone graft)
2.3.6 management of bone/joint infection (with or without bone graft)
2.3.7 open management of fracture or MTPJ dislocation with fixation
2.3.8 corticotomy with callus distraction
2.3.9 revision/repair of surgical outcome (e.g., nonunion, hallux varus)
Osseous Foot Surgery

4.5 lesser MTPJ implant
4.6 central metatarsal osteotomy
4.7 bunionectomy of the fifth metatarsal with osteotomy
4.8 open management of lesser metatarsal fracture(s)
4.10 amputation (lesser ray, transmetatarsal amputation (TMA)
4.11 management of bone/joint infection distal to the tarsometatarsal joints (with or without bone graft)
4.12 management of bone tumor/neoplasm distal to the tarsometatarsal joints (with or without bone graft)
4.14 multiple osteotomy management of metatarsus adductus
4.15 tarsometatarsal fusion
4.16 corticotomy/callus distraction of lesser metatarsal

Elective – Soft-tissue

5.1.1 plastic surgery techniques involving the midfoot, rearfoot or ankle
5.1.2 tendon transfer involving the midfoot, rearfoot, ankle, or leg
5.1.4 soft-tissue repair of complex congenital foot/ankle deformity (clubfoot, vertical talus)
5.1.5 primary or secondary repair of ligamentous structures
5.1.6 tendon augmentation/supplementation/restoration

Elective – Osseous

5.2.4 midfoot, rearfoot, or ankle fusion
5.2.5 midfoot, rearfoot, or tibial osteotomy
5.2.6 coalition resection
5.2.7 open management of talar dome lesion (with or without osteotomy)
5.2.8 ankle arthroscopy with removal of loose body or other osteochondral debridement
5.2.9 ankle implant
5.2.10 corticotomy or osteotomy with callus distraction/ correction of complex deformity of the midfoot, rearfoot, ankle, or tibia

Nonelective – Soft tissue

5.3.1 repair of acute tendon injury
5.3.2 repair of acute ligament injury
5.3.3 microscopic nerve/vascular repair of the midfoot, rearfoot, or ankle
5.3.4 excision of soft-tissue tumor/mass of the foot, ankle, or leg (with reconstructive surgery)
5.3.6 open repair of dislocation (proximal to tarsometatarsal joints)
Nonelective – Osseous

5.4.1 open repair of adult midfoot fracture
5.4.2 open repair of adult rearfoot fracture
5.4.3 open repair of adult ankle fracture
5.4.4 open repair of pediatric rearfoot/ankle fracture or dislocation
5.4.5 management of bone tumor/neoplasm (with or without bone graft)
5.4.6 management of bone/joint infection (with or without bone graft)
5.4.7 amputation proximal to the tarsometatarsal joints
5.4.9 application of multiplanar external fixation midfoot, rearfoot, and ankle (does not include mini or mono rails)
APPENDIX B

RRA Surgery Certification requires logging a minimum of 30 RRA procedures. Of this 30, ABFAS requires logging a minimum of 13 procedures from the following list.

RRA Elective Osseous

5.2.4 midfoot, rearfoot, or ankle fusion
5.2.5 midfoot, rearfoot, or tibial osteotomy
5.2.9 ankle implant
5.2.10 corticotomy or osteotomy with callus distraction/correction of complex deformity of the midfoot, rearfoot, ankle, or tibia

RRA Nonelective Osseous

5.4.1 open repair of adult midfoot fracture
5.4.2 open repair of adult rearfoot fracture
5.4.3 open repair of adult ankle fracture
5.4.4 open repair of pediatric rearfoot/ankle fracture or dislocation
5.4.5 management of bone tumor/neoplasm (with or without bone graft)
5.4.9 application of multiplanar external fixation midfoot, rearfoot, and ankle (does not include mini or mono rails) (maximum of 2)

Please ensure that you correctly log procedures into PLS. Case reviewers evaluate procedures based on the category you have assigned. Open management of fracture dislocation cases must include internal or external fixation. Procedures are evaluated based on surgical decision-making, preoperative clinical assessment, preoperative radiographic assessment, perioperative ancillary laboratory assessment, technical skills assessment, and outcomes analysis.
## APPENDIX C
**Table of ABFAS Procedure Categories**

### 1. Digital Surgery category (lesser digit or hallux)
- **1.1** partial ostectomy/exostectomy
- **1.2** phalangectomy
- **1.3** arthroplasty (interphalangeal joint [IPJ])
- **1.4** implant (IPJ), silastic implant or spacer
- **1.5** diaphysectomy
- **1.6** phalangeal osteotomy
- **1.7** fusion (IPJ)
- **1.8** amputation
- **1.9** management of osseous tumor/neoplasm
- **1.10** management of bone/joint infection
- **1.11** open management of digital fracture/dislocation
- **1.12** revision/repair of surgical outcome
- **1.13** other osseous digital procedure not listed above

### 2. First Ray Surgery (30 procedures).
Procedures isolated to the hallux should be logged as digital procedures.

#### Hallux Valgus Surgery
- **2.1.1** bunionectomy (partial ostectomy/Silver procedure) with or without capsulotendon balancing procedure
- **2.1.3** bunionectomy with phalangeal osteotomy
- **2.1.4** bunionectomy with distal first metatarsal osteotomy
- **2.1.5** bunionectomy with first metatarsal base or shaft ostectomy
- **2.1.6** bunionectomy with first metatarsocuneiform fusion
- **2.1.7** MPJ fusion
- **2.1.8** MPJ implant
- **2.1.9** MPJ arthroplasty
- **2.1.10** bunionectomy with double correction with osteotomy and/or arthrodesis

#### Hallux Limitus Surgery
- **2.2.1** cheilectomy
- **2.2.2** joint salvage with phalangeal osteotomy (Kessel- Bonney, enclavement)
- **2.2.3** joint salvage with distal metatarsal osteotomy
- **2.2.4** joint salvage with first metatarsal shaft or base osteotomy
- **2.2.5** joint salvage with first metatarsocuneiform fusion
- **2.2.6** MPJ fusion
- **2.2.7** MPJ implant
- **2.2.8** MPJ arthroplasty

#### Other First Ray Surgery
- **2.3.1** tendon transfer/lengthening
- **2.3.2** osteotomy (e.g., dorsiflexory)
- **2.3.3** metatarsocuneiform fusion (other than for hallux valgus or hallux limitus)
- **2.3.4** amputation
- **2.3.5** management of osseous tumor/neoplasm (with or without bone graft)
- **2.3.6** management of bone/joint infection (with or without bone graft)
- **2.3.7** open management of fracture or MPJ dislocation with fixation
- **2.3.8** corticotomy with callus distraction
- **2.3.9** revision/repair of surgical outcome (e.g., nonunion, hallux varus)
- **2.3.10** other first ray procedure not listed above
3. **Other Soft-tissue Foot Surgery**

3.1 excision of ossicle/sesamoid
3.2 excision of neuroma
3.3 removal of deep foreign body (excluding hardware removal)
3.4 plantar fasciotomy
3.5 lesser MTPJ capsulotendon balancing
3.6 tendon repair, lengthening, or transfer involving the forefoot (including digital FDL transfer)
3.7 open management of dislocation (MPJ/tarsometatarsal)
3.8 incision and drainage/wide debridement of soft-tissue infection includes foot, ankle, and leg
3.9 plantar fasciectomy/plantar fibroma resection

3.10 excision of soft-tissue tumor/mass of the foot (without reconstructive surgery) includes foot, ankle, and leg
3.12 plastic surgery techniques (including skin graft, skin flaps, syndactylyization, desyndactylyization, and debulking procedures limited to the forefoot)
3.13 microscopic nerve/vascular repair (forefoot only)
3.14 other soft-tissue procedures not listed above (limited to the foot).
3.16 external neurolysis/decompression (including tarsal tunnel)
3.17 decompression of compartment syndrome (includes foot or leg)

4. **Osseous Foot Surgery**

4.1 partial ostectomy includes foot, ankle, and leg
4.2 lesser MPJ arthroplasty
4.3 bunionectomy of the fifth metatarsal without osteotomy
4.4 metatarsal head resection (single or multiple)
4.5 lesser MPJ implant
4.6 central metatarsal osteotomy
4.7 bunionectomy of the fifth metatarsal with osteotomy
4.8 open management of lesser metatarsal fracture(s)
4.9 harvesting of bone graft includes foot, ankle and leg
4.10 amputation (lesser ray, transmetatarsal amputation (TMA))
4.11 management of bone/joint infection distal to the tarsometatarsal joints

4.12 management of bone tumor/neoplasm distal to the tarsometatarsal joints (with or without bone graft)
4.13 open management of tarsometatarsal fracture/dislocation
4.14 multiple osteotomy management of metatarsus adductus
4.15 tarsometatarsal fusion
4.16 corticotomy/callus distraction of lesser metatarsal
4.17 revision/repair of surgical outcome in the forefoot
4.18 other osseous procedures not listed above (distal to the tarsometatarsal joint)
4.19 detachment/reattachment of Achilles tendon with partial ostectomy
5. **Reconstructive Rearfoot/Ankle Surgery (30 procedures)**

### Elective — Soft-tissue

| 5.1.1 | plastic surgery techniques involving the midfoot, rearfoot or ankle |
| 5.1.2 | tendon transfer involving the midfoot, rearfoot, ankle, or leg |
| 5.1.3 | tendon lengthening involving the midfoot, rearfoot, ankle, or leg |
| 5.1.4 | soft-tissue repair of complex congenital foot/ankle deformity (clubfoot, vertical talus) |
| 5.1.5 | primary or secondary repair of ligamentous structures |
| 5.1.6 | tendon augmentation/supplementation/restoration |
| 5.1.7 | open synovectomy of the rearfoot/ankle |
| 5.1.9 | other elective reconstructive rearfoot/ankle soft-tissue surgery not listed above |

### Elective — Osseous

| 5.2.1 | operative arthroereisis |
| 5.2.3 | midfoot, rearfoot, or ankle fusion |
| 5.2.5 | midfoot, rearfoot, or tibial osteotomy |
| 5.2.6 | coalition resection |
| 5.2.7 | open management of talar dome lesion (with or without osteotomy) |
| 5.2.8 | ankle arthroscopy with removal of loose body or other osteochondral debridement |
| 5.2.9 | ankle implant |
| 5.2.10 | corticotomy or osteotomy with callus distraction/correction of complex deformity of the midfoot, rearfoot, ankle, or tibia |
| 5.2.11 | other elective reconstructive rearfoot/ankle osseous surgery not listed above |

### Nonelective — Soft tissue

| 5.3.1 | repair of acute tendon injury |
| 5.3.2 | repair of acute ligament injury |
| 5.3.3 | microscopic nerve/vascular repair of the midfoot, rearfoot, or ankle |
| 5.3.4 | excision of soft-tissue tumor/mass of the foot, ankle, or leg (with reconstructive surgery) |
| 5.3.6 | open repair of dislocation (proximal to tarsometatarsal joints) |
| 5.3.7 | other nonelective reconstructive rearfoot/ankle soft-tissue surgery not listed above. |
Nonelective – Osseous

5.4.1 open repair of adult midfoot fracture
5.4.2 open repair of adult rearfoot fracture
5.4.3 open repair of adult ankle fracture
5.4.4 open repair of pediatric rearfoot/ankle fracture or dislocation
5.4.5 management of bone tumor/neoplasm (with or without bone graft)
5.4.6 management of bone/joint infection (with or without bone graft)
5.4.7 amputation proximal to the tarsometatarsal joints
5.4.8 other nonelective reconstructive rearfoot/ankle osseous surgery not listed above
5.4.9 application of multiplanar external fixation midfoot, rearfoot, and ankle (does not include mini or mono rails)

6.0 Other Podiatric Procedures
## Appendix D
### ABFAS SPRING 2021 EXAMINATIONS
Which Exams Do I Need to Take? Board Certification

### FOOT SURGERY BOARD CERTIFICATION EXAMS

<table>
<thead>
<tr>
<th>Candidate Has Passed</th>
<th>Candidate Has Passed</th>
<th>Candidate Has Passed</th>
<th>Exam Requirements in Pursuit of Board Certification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Part I Foot Didactic</td>
<td>Part I Foot CBPS</td>
<td>Part II Foot CBPS, 2020 FY ITE Foot CBPS, or Fall 2020 NEW Foot CBPS</td>
<td>If meet case volume and diversity requirements, register for 2021 Foot Case Review; registration opens November 2, 2020</td>
</tr>
<tr>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td></td>
</tr>
<tr>
<td>YES</td>
<td>YES</td>
<td>NO</td>
<td>NEW Foot CBPS* and Foot Case Review (see note above)</td>
</tr>
<tr>
<td>YES</td>
<td>NO</td>
<td>NO</td>
<td>NEW Foot CBPS* and Foot Case Review** (see note above. Must be Board Qualified to register for Case Review.)</td>
</tr>
</tbody>
</table>

### RRA SURGERY BOARD CERTIFICATION EXAMS (Board Certification in Foot Surgery is a prerequisite for Board Certification in RRA Surgery)

<table>
<thead>
<tr>
<th>Candidate Has Passed</th>
<th>Candidate Has Passed</th>
<th>Candidate Has Passed</th>
<th>Exam Requirements in Pursuit of Board Certification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Part I RRA Didactic</td>
<td>Part I RRA CBPS (Spring 2020 or earlier)</td>
<td>Part II RRA CBPS, 2020 FY ITE RRA CBPS, or Fall 2020 NEW RRA CBPS</td>
<td>If meet case volume and diversity requirements, register for 2021 RRA Case Review; registration opens November 2, 2020.</td>
</tr>
<tr>
<td>YES</td>
<td>YES</td>
<td>YES</td>
<td></td>
</tr>
<tr>
<td>YES</td>
<td>YES</td>
<td>NO</td>
<td>NEW RRA CBPS** and RRA Case Review (see note above)</td>
</tr>
<tr>
<td>YES</td>
<td>NO</td>
<td>NO</td>
<td>NEW RRA CBPS** and RRA Case Review (see note above. Must be Board Qualified to register for Case Review.)</td>
</tr>
</tbody>
</table>
** The NEW Foot Surgery CBPS: This examination supersedes Part I Foot CBPS and is required for board certification. If you previously passed Part I Foot Surgery CBPS, you must also pass the NEW Foot Surgery CBPS examination. Passage of the NEW Foot Surgery CBPS fulfills the Part II Foot Surgery CBPS examination requirement for board certification purposes.

** The NEW RRA Surgery CBPS: This examination supersedes Part I RRA CBPS and is required for board certification. If you previously passed Part I RRA Surgery CBPS, you must also pass the NEW RRA Surgery CBPS examination. Passage of the NEW RRA Surgery CBPS fulfills the Part II RRA Surgery CBPS examination requirement for board certification purposes.

NOTES: 1. Passed exam scores are valid for seven (7) years. If the failed section is not passed at the end of seven (7) years, the candidate must retake ALL sections in that exam series in order to fulfill those exam requirements.
2. Candidates are limited to seven (7) years to achieve Board Certified status after becoming Board Qualified.
APPENDIX E
Uploading Images into PLS

One of the major areas of concern for candidates preparing their board certification case documentation is images. Indeed, unreadable or inappropriately uploaded images are frequently cited in the Case Review process. The following information can assist you in the preparation of suitable images for uploading with your case documentation.

Hard Copy Images (including MRI and CT)
- Use a light box to photograph the image.
- Capture the entire image; do not crop or zoom in. Include patient identifying information if possible.
- Pictures can be taken with a digital camera or good mobile phone camera. Do not scan the x-ray.
- Check the picture carefully. It should be as clear as the original. If it is not, retake until satisfied (a few attempts with different exposures may be necessary).
- Save the pictures to your computer. The preferred format for saving is “jpg”. If you do not have that option, you may save it as “jpeg” or “png”.

Digital Images
- Download the image from your system to your computer or a flash drive. Save it in “jpg” format. If “jpg” is not an available option, then save it in “jpeg” or “png” format.
- Do not take a picture of the image from a monitor or computer screen.

General Upload instructions
- Follow ABFAS instructions carefully.
- Be sure all images are labeled with the patient name and date taken on the image. If your EMR deletes this information or it is unreadable on your picture, place a text box in the image and type in the patient name and date the image was taken.

- How do I place a text box?
  - To do this in Microsoft Paint: Click “Open With” from the menu bar, hit the text button “A” to insert a text box. Save.
  - To do this in Preview on a Mac: Go to the View menu, select “Show Edit Toolbar” then select the text tool to insert a text box. Save.

- Be sure all uploaded images are of the correct patient and procedure.
- Be sure to upload images into the correct section on PLS (pre-op/immediate post-op/final)
- First ray and RRA cases are to include weight-bearing pre-op and weight-bearing final images.
- Trauma cases are not required to have weight-bearing pre-op images.
Appendix F

SAMPLE ABFAS CASE REVIEW FACILITY AUDIT CASE LIST

ABFAS Hospital and Surgery Center
Date Range: December 1, 2018 - 020,2019
DPM: Jane Doe

<table>
<thead>
<tr>
<th>Date of Procedure</th>
<th>Procedure name</th>
<th>Surgeon</th>
</tr>
</thead>
<tbody>
<tr>
<td>December 1, 2018</td>
<td>First MPJ implant</td>
<td>Dr.Board</td>
</tr>
<tr>
<td>December 3, 2018</td>
<td>Partial Phalanectomy</td>
<td>Dr.Board</td>
</tr>
<tr>
<td>December 8, 2018</td>
<td>Tailor’s bunionectomy</td>
<td>Dr.Board</td>
</tr>
<tr>
<td>December 17, 2018</td>
<td>First MPJ implant</td>
<td>Dr.Board</td>
</tr>
<tr>
<td>January 4, 2019</td>
<td>Austin bunionectomy</td>
<td>Dr.Board</td>
</tr>
<tr>
<td>January 6, 2019</td>
<td>Austin bunionectomy</td>
<td>Dr.Board</td>
</tr>
<tr>
<td>January 9, 2019</td>
<td>Partial Phalanectomy</td>
<td>Dr.Board</td>
</tr>
<tr>
<td>January 18, 2019</td>
<td>Tailor’s bunionectomy</td>
<td>Dr.Board</td>
</tr>
<tr>
<td>February 15, 2019</td>
<td>Austin bunionectomy</td>
<td>Dr.Board</td>
</tr>
<tr>
<td>February 18, 2019</td>
<td>Partial Phalanectomy</td>
<td>Dr.Board</td>
</tr>
<tr>
<td>February 21, 2019</td>
<td>Austin bunionectomy</td>
<td>Dr.Board</td>
</tr>
<tr>
<td>March 2, 2019</td>
<td>Austin bunionectomy</td>
<td>Dr.Board</td>
</tr>
<tr>
<td>March 5, 2019</td>
<td>Partial Phalanectomy</td>
<td>Dr.Board</td>
</tr>
<tr>
<td>March 9, 2019</td>
<td>Partial Phalanectomy</td>
<td>Dr.Board</td>
</tr>
<tr>
<td>March 13, 2019</td>
<td>First MPJ implant</td>
<td>Dr.Board</td>
</tr>
<tr>
<td>March 20, 2019</td>
<td>Tailor’s bunionectomy</td>
<td>Dr.Board</td>
</tr>
</tbody>
</table>

- Please note: This is the minimum information ABFAS requires in both details and format. If the facility includes the patient name or medical number, that is fine. ABFAS does not accept CPT codes in place of procedure names.
APPENDIX G

Sample of Case Documentation That You Upload into PLS

Appendix E provides samples of case documentation. Institutions use different types of records, so your institution’s reports may differ from these. ABFAS is providing samples to provide guidance as to the types of required reports.

The reports are samples. The contents of these reports are not examples of expectations of a high or low scored case. It is to provide enough information so that you understand the document types.

The samples are in order of the categories in PLS:
- Podiatric H&P/Assessment
- Op Report
- Progress Notes
- Consultations
- Labs
- Pathology Report
- Intraoperative Anesthesia/Circulator RN Record

Please do NOT redact your documents! The samples show redactions as they are from real cases. Do not redact the documents that you upload!

The following page shows the screenshot of what you will see when you upload. The sample documentation shows these categories and examples of the types of documentation you would include in your upload for each of the categories.
<table>
<thead>
<tr>
<th>Date</th>
<th>Facility</th>
<th>Name</th>
<th>Gender</th>
<th>Birth Year</th>
<th>Proc</th>
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<td>Male</td>
<td>1978</td>
<td>2.1.4</td>
<td></td>
</tr>
</tbody>
</table>

**Images**

- Upload

**Surgeon of Record**

- I am the Surgeon of Record
  - ☐ Yes  ☐ No

**Podiatric H&P/Assess**

- Upload

**OP Report**

- Upload

**Progress Notes**

- Upload

**Consultations**

- Not applicable: ☐

- Upload

**Labs**

- Not applicable: ☐

- Upload

**Path Report**

- Not applicable: ☐

- Upload

**Intraop Anes/Circ RN record**

- Upload
Podiatric H&P/Assess

This is the record of your initial assessment when the patient first presented for the condition leading to the surgical procedure performed. ABFAS is looking for your pre-operative assessment of the specific condition requiring/leading to the surgical procedure.
Example of Podiatric H&P/Assess. Your institution’s may look different.

DOC01455 (Verified)

CHIEF COMPLAINT/REASON FOR VISIT
Left foot fractures.

HISTORY OF PRESENT ILLNESS
[Redacted] is a [Redacted] who presents to my clinic today with complaints of left foot fractures. He sustained this injury on [Redacted]. Patient notes that he was out when he stepped off a curb wrong rolling his foot. He does note that he was drinking at the time. He wore a friend’s boot and crutches until he was seen on [Redacted] where radiographs revealed displaced 3rd and 4th metatarsal fractures as well as essentially nondisplaced 2nd metatarsal fracture. He does note today that he has been ambulating on the extremity in the boot. His pain has improved to some extent.

SYSTEMS REVIEW
Denies calf pain, shortness of breath, or chest pain.

ALLERGIES
Acetaminophen and aspirin.

MEDICATIONS
Reviewed per EMR.

PAST MEDICAL/SURGICAL HISTORY
PAST MEDICAL HISTORY: Depression. Generalized anxiety. ADHD.
PAST SURGICAL HISTORY: None.

FAMILY HISTORY
Denies.

SOCIAL HISTORY
Patient is single. He does not currently use tobacco products is a former smoker, noting that he quit about 4 months ago. He consumes on an average 6 drinks per day and typically over 30 drinks per week.

PHYSICAL EXAMINATION
VITAL SIGNS: 

PHYSICAL EXAMINATION

GENERAL: Patient alert, oriented, and in no apparent distress.

VASCULAR: Dorsalis pedis and posterior tibial pulses are palpable at 2/4. Capillary refill is within normal limits to all digits of the left foot. Pedal hair growth is present to the digits. No areas of necrosis noted.

DERMATOLOGIC: Skin of normal texture and turgor without signs of atrophy or open lesions. No erythema or edema noted. Toenails appear healthy without signs of discoloration or thickening.

NEUROLOGIC: Gross sensation is intact to all digits on the left foot without signs of peripheral neuropathy.

MUSCULOSKELETAL: There is edema to the left forefoot, midfoot with palpatory tenderness over the 2nd, 3rd, and 4th metatarsal midshaft fractures. There is no sign of fracture blistering or compartment syndrome. His foot compartments are soft and supple. There is no Lisfranc tenderness. Active and passive dorsiflexion and planter flexion are intact to the level of the ankle as well as to all digits. There is no skin tenting. The skin lines are present. Remainder of forefoot, midfoot, rearfoot, and ankle is nontender to palpation. Ankle joint range of motion is smooth and largely within normal limits. Calf is soft and nontender.

DIAGNOSTICS

Three views of the left foot and ankle exhibit displaced 3rd and 4th metatarsal midshaft fractures as well as essentially nondisplaced 2nd metatarsal midshaft fracture. There is lateral translation and some degree of shortening appreciated to the 3rd and 4th metatarsal fractures. Lisfranc complex is well aligned. No other overt fractures are appreciated.

IMPRESSION/REPORT/PLAN

1. Displaced left 3rd and 4th metatarsal diaphyseal fractures.

PLAN: I did review imaging and discussed findings with [redacted] today. At times, fractures can be treated conservatively without surgical intervention and at other times require surgical intervention. While his fractures could potentially heal in the current position, they are not in ideal alignment and are also at higher risk for delayed or nonunion, subsequent structural deformities of the foot. As a result, I would recommend surgical open reduction internal fixation of the 3rd and 4th metatarsal fractures. I discussed with them what this would entail. Patient would need to be nonweightbearing for up to 6 weeks postoperatively and with another month of protected weightbearing in a boot after that. We discussed all risks and potential complications of surgery which include but are not limited to superficial or deep infection, bone infection, nonunion, delayed union, or malunion, hardware complications, wound healing complications, temporary or permanent numbness, painful or unsightly scarring, ongoing pain despite surgical intervention, need for repeat surgical intervention, injury to adjacent structures, blood clot formation, pulmonary embolus that could be life-threatening, or complications with anesthesia that could be life-threatening. I did perform a DVT risk assessment today. Patient has no personal or familial history of thrombosis. He will be nonweightbearing postoperatively. We will have him take aspirin 81 mg 2 times a day postoperatively and perform range-of-motion exercises 5 times a day reps of 20 through all major joints. I discussed signs and symptoms of blood clot formation or pulmonary embolus and what to do if he experiences these. We also discussed time off work. He will plan to be off work for 3 weeks at then strictly seated nonweightbearing work after that. I dispensed a short boot for him today, also put an order for a Roll-A-Bout scooter as well. We plan to move forward with surgical intervention on [redacted] This can be performed under monitored anesthesia care in the out-patient surgical setting. Patient will obtain a preoperative history and physical prior to that time. All questions are answered per his satisfaction. Absolutely no guarantees were given or implied in regard to surgical intervention.
Op Report
Example of Op Report: Your Institution's Report May Look Different

**Patient Name**: [Redacted]

**Document No.** [Redacted]

**Physician** [Redacted]

**Report Type** Operative Report

**Date of Birth** [Redacted]

**Account No.** [Redacted]

**Medical Record No.** [Redacted]

**Patient Location** [Redacted]

**DATE OF PROCEDURE**: [Redacted]

**SURGEON**: [Redacted]

**ASSISTANT**: [Redacted]

**PREOPERATIVE DIAGNOSES**: Left foot fourth and fifth metatarsal open fracture, left foot laceration.

**POSTOPERATIVE DIAGNOSES**: Left foot fourth and fifth metatarsal open fracture, left foot laceration.

**PROCEDURE**: Open reduction and internal fixation of left fourth and fifth metatarsal repair of laceration both to the left foot.

**PATHOLOGY**: None.

**ANESTHESIA**: General.

**ESTIMATED BLOOD LOSS**: Less than 50 milliliters.

**COMPlications**: None.

**INTRAOPERATIVE FINDINGS**: Comminuted fracture to the left fifth metatarsal complete extraarticular displaced and a displaced fracture of the fourth metatarsal extraarticular complete as well as laceration to left foot.

**INDICATIONS FOR A PROCEDURE**: This is a [Redacted] who was seen in the [Redacted] for a left fourth and fifth metatarsal open fracture and laceration. The patient states she was trimming a tree at 1:40 this afternoon, when the patient sustained an injury to her left foot after a branch fell on her foot. The patient immediately came to the emergency room where she was found to have an open fourth and fifth metatarsal fracture. The laceration was also noted to have gross contamination from the environment. The patient was also noted to have significant bleeding at the time of the injury as well as decreased sensation to her fourth and fifth digits. The patient was taken to the OR within the 8-hour mark post-injury. The expected pre, peri and postoperative risks, benefits and potential complications were reviewed. Informed consent was signed freely and the operation took place as follows.

**PROCEDURE IN DETAIL**: The patient was brought to the operating room, placed in the operating table in supine position. After general endotracheal tube anesthesia, the foot was then...

COPY
Example of Op Report: Your Institution's Report May Look Different

Prepped and draped using aseptic technique. Tourniquet was placed above the left calf but was not used during the operation. Attention was then directed to the open laceration on the left foot where the laceration was then irrigated extensively and all gross contamination was removed. After irrigating with copious amounts of sterile saline, soft tissue structures were then inspected. The extensor tendons to the lesser digits of both the longus and brevis were found to be intact and of normal working condition. It was noted that 2 cutaneous nerves were found in the operation, the more medial nerve was intact; however, it was significantly injured and devoid of soft tissue coverings. There also was a lateral nerve was found in the laceration. This nerve was severed during the injury. All handling of the soft tissue was done using atraumatic technique with extensive care taken to the distal flap to preserve as much soft tissue and blood supply as possible obtained to the flap. Normal healthy bleeding tissue was also experienced throughout the flap. Upon inspection, the area was then again flushed with copious amounts of sterile saline. Intraoperative fluoroscopy was used to confirm fractures to both the fourth and fifth metatarsal.

Next, using 0.062-inch Kirschner wire, the wire was retrograded through the fourth metatarsal head and plantarly exiting the foot proximal to the proximal phalanx. This wire was then retrograded back through the metatarsal shaft and excellent alignment and compression was noted across the fracture site. The same procedure was then done for the fifth metatarsal, taking care to include the comminution in both distal fragments. After adequate reduction of both the fourth and fifth metatarsals using 0.06-inch Kirschner wire, the wires were then bent and cut. The area was then again flushed with copious amounts of sterile saline. At the time of the final irrigation, it was noted that 5 liters of normal saline were used in total for the irrigation. It was also noted at this time that all gross contamination was removed off from the laceration and considering the decrease infection, it also was decided to primarily close the laceration. This was achieved using combination of simple and horizontal mattress of 4-0 nylon sutures. Again, care was taken to use atraumatic technique and to preserve the distal flap as much as possible. Upon completion of the closure, the laceration was then covered with Betadine soaked moistened Owen silk, 4 x 4 gauze and Kerlix. It was noted at this time that the digits were pink and warm to the touch and the laceration margins were viable. Next, a well-padded posterior splint was then applied to the left lower extremity. The patient tolerated the procedure well without complications; was extubated successfully and left the operating room with vital signs stable and vascular status intact to the operative foot. The patient will be admitted for continued IV antibiotic, pain control and will be seen tomorrow morning during rounds.

Dictated by:

OPERATIVE REPORT

COPY
Progress Notes
* Final Report *

DOC01455 (Verified)

is here today for followup of open reduction internal fixation of left 3rd and 4th metatarsal fractures. Second metatarsal fracture was treated nonoperatively. He notes that his pain is well controlled at this point. He denies any falls or other issues. I had recommended a Roll-A-Bout, but he has refused this and is using crutches. He denies any other issues.

SYSTEMS REVIEW
Denies nausea, vomiting, fever, chills, calf pain, shortness of breath, or chest pain.

PHYSICAL EXAMINATION
The incision site to the left forefoot is well coapted and nearly healed at this point. Sutures are intact. There is no sign of peri-incisional erythema, fluctuance, crepitus, hematoma or dehiscence. There is no peri-incisional paresthesias nor dysesthesias. Calf is soft and nontender. The 2nd, 3rd and 4th metatarsal fractures are clinically stable.

DIAGNOSTICS
Three views of the left foot exhibit no change in position as compared to previously. There is a reasonable reduction of the 3rd metatarsal fracture and anatomical alignment of the 4th metatarsal fracture. The 2nd remains nondisplaced. No hardware complications.

IMPRESSION/REPORT/PLAN
One week status post left 3rd and 4th metatarsal fracture open reduction internal fixation, 2nd metatarsal fracture treated conservatively.

PLAN: Derreck is progressing as anticipated at this point. I discussed with him the importance of staying strictly nonweightbearing on this extremity due to the comminuted nature of these fractures. If weightbearing earlier than instructed, this places him at much higher risk for complications, including nonunion hardware issues and need for repeat surgery. I do have some concerns that he will ambulate sooner than he is supposed to. He is to complete 6 weeks of nonweightbearing. I also strongly encouraged that he obtain a Roll-A-Bout scooter, but he is not interested in that at this time. He will continue to use the crutches. I will plan to see him back in 1 week for anticipated suture removal. He will contact me sooner with any acute issues. All questions answered.
Patient is here today for follow up of left 3rd and 4th metatarsal fracture open reduction internal fixation. He is currently 2 weeks out from surgery and is doing well. He denies putting weight on the foot for the most part. He has not had any falls or other issues. He never did pick up the Roll-A-Bout and has just been using crutches. He denies any constitutional symptoms.

SYSTEMS REVIEW
Denies nausea, vomiting, fever, chills, calf pain, shortness of breath, or chest pain.

PHYSICAL EXAMINATION
The incision site to the left dorsal foot is well coapted and healed today. Sutures were removed uneventfully. There is no peri-incisional erythema, fluctuance, crepitus, or signs of dehiscence. The 3rd and 4th metatarsal fractures are noted to be clinically stable as is the 2nd metatarsal fracture. The metatarsal parabola appears well aligned. Mild edema consistent with typical postoperative course.

IMPRESSION/REPORT/PLAN
Two-and-half weeks’ status post left 3rd and 4th metatarsal fracture open reduction internal fixation, 2nd metatarsal fracture treated conservatively.

PLAN: I discussed findings with the patient. He is progressing as anticipated at this point. Sutures were removed uneventfully. He is to remain nonweightbearing. We discussed deep vein thrombosis prophylaxis measures and what to do if he experiences these symptoms. I also did encourage him to obtain a Roll-A-Bout to make non-weightbearing more feasible longer-term for him. He is hesitant about this, but I did once again put an order in case he would like to pick this up. He does feel as though he is ready to return back to work in a nonweightbearing fashion as he does note that they have seated nonweightbearing work for him to do. Thus, I did write a note indicating that he could return to work on 09/26/2016 in a strictly non-weightbearing fashion with seated-work only.

I will plan to see patient back in 1 month with repeat radiographs or they will contact me sooner with any acute issues. All questions are answered. Radiographs can be weightbearing at the next appointment.
* Final Report *

HISTORY OF PRESENT ILLNESS

is here today for followup of his left thumb 3rd and 4th metatarsal fracture open reduction internal fixation as well as a 2nd metatarsal fracture treated conservatively. He does note that he has been doing well. While he can have some sensations of tightness in his foot, he denies any pain at this time. He did inadvertently stepped down hard on the foot one time, otherwise denies any falls and notes that he has been compliant with nonweightbearing with a Roll-A-Bout. Denies any new issues.

SYSTEMS REVIEW

Complete 10-point review of systems was reviewed and is negative other than that discussed in HPI. Denies calf pain, shortness of breath, or chest pain.

PHYSICAL EXAMINATION

The incision site to the left foot is well coapted and healed today. There is a small superficial eschar that was left intact with no signs of underlying wound, drainage, fluctuance, crepitus or erythema. There is appreciable palpatory tenderness over the 3rd or 4th metatarsal fracture sites, which are noted to be clinically stable. The 2nd metatarsal fracture does exhibit some mild palpatory tenderness, but was also noted to be clinically stable. The metatarsal parabola distally appears to be in satisfactory alignment. No digital deformity. Mild edema is consistent with typical postoperative course. Calf is soft and nontender.

DIAGNOSTICS

Radiographs three views of the left foot exhibit progressive interval healing at the 2nd through 4th metatarsal fracture sites. On the oblique view there is clear callus formation occurring at the 3rd metatarsal fracture site. No hardware complications or change in position as compared to previously.

IMPRESSION/REPORT/PLAN

Six weeks status post left 3rd and 4th metatarsal fracture open reduction internal fixation, 2nd metatarsal fracture treated conservatively.

PLAN: I discussed findings with and we did review his imaging. At this time, I would like to have him minimally touchdown weightbearing with crutches only for short distances. Otherwise, he will continue to stay off of the foot. In a few weeks he can begin to do some light protected weightbearing for short distances in the boot if it is pain-free for him to do so. Reinforced icing and elevation. He should certainly not be doing any ambulation out of the boot or he has been

Printed by: 
Printed on:

Page 1 of 2
(Continued)
aggressive or longer distance activity in the boot. I did provide him with a note today indicating that he can continue with seated work for the next month where he is unable to accommodate, so he has been off work. All questions are answered per his satisfaction. I will plan to see him back in 1 month with repeat radiographs or he will contact me sooner with any acute issues.
Progress Note, Podiatry
* Final Report *

Example of Post-op Documentation: Your Institution’s Report May Look Different

Result type: Progress Note, Podiatry
Result date:
Result status: Auth (Verified)
Result title: S0377+E
Performed by:
Verified by:
Encounter info:
Contributor system:

* Final Report *

DOC01455 (Verified)

is here today for followup of left 3rd and 4th metatarsal fracture open reduction and internal fixation. He is currently about 10 weeks out from surgery. He has been back to work for a few weeks essentially doing largely seated work with some ambulation for very short distances in the boot. This has been going well for him. He denies tobacco use but does relate daily cannabis use. He does have some tenderness over the area that he points to as the 2nd metatarsal but no tenderness over the surgical site.

SYSTEMS REVIEW
Denies calf pain, shortness of breath or chest pain.

PHYSICAL EXAMINATION
The incision site to the left foot is well coapted and healed today with appropriate postsurgical scarring. There are no signs of dehiscence or drainage. I am unable to elicit any palpatory tenderness over the 3rd or 4th metatarsal fractures nor other corresponding metatarsal heads, and these areas are noted to be clinically stable. There is some degree of low-grade tenderness over the midshaft of the 2nd metatarsal corresponding with the fracture site. This is also noted to be clinically stable. There is some mild tenderness sub 2nd metatarsophalangeal joint, low-grade edema consistent with typical postoperative course at this stage and continues to improve. No erythema. No peri-incisional paresthesias nor dysesthesias. Calf is soft and nontender.

DIAGNOSTICS
Three views the left foot exhibit further interval healing to the left 2nd, 3rd and 4th metatarsal fractures with interval callus formation and further obscurity to the fracture lines. There has been no interval hardware loosening or complication. There remains some mild angular deformity to the distal fragment of the 3rd metatarsal that is unchanged in alignment as compared to previously.

IMPRESSION/REPORT/PLAN
Ten weeks status post left 3rd and 4th metatarsal fracture open reduction and internal fixation, 2nd metatarsal fracture treated conservatively.

PLAN: I discussed imaging and findings with [redacted] today. He does continue to progress forward. We discussed cannabis smoking cessation. For the time being, patient is to remain in boot. He is weightbearing in the boot. We will continue with current restrictions at work consisting of mainly seated work with ambulation for short distances, no heavy lifting above 15 pounds. These restrictions have been going well for him. He is to continue to avoid any excessive or
Exacerbating activities with this extremity. I will plan to see him back in 1 month with repeat radiographs or he will contact me sooner with any acute issues. All questions are answered.

Signature Line
Electronically Signed By:

Completed Action List:

Printed by: [Redacted]
Printed on: [Redacted]
DOC01455 (Verified)

CHIEF COMPLAINT/REASON FOR VISIT

[Patient name redacted] is here today for followup of left 3rd and 4th metatarsal fracture open reduction internal fixation. He is currently nearly 4 months out from surgery. He does continue to ambulate in the boot and has been doing largely seated work. This has been going well for him. He has tried to get out of the boot and walk barefoot a little bit to "test the foot" as he describes it. He denies any pain in the foot at this time when ambulatory in the boot.

SYSTEMS REVIEW

Denies calf pain, shortness of breath, or chest pain.

PHYSICAL EXAMINATION

The incision site to the left foot is well coapted and healed today with appropriate postsurgical scarring and no peri-incisional paresthesias nor dysesthesias. There is some mild persistent palpatory tenderness over the 2nd metatarsal fracture site as well as the right 3rd and 4th metatarsal heads and to a lesser extent over the 3rd and 4th metatarsal fracture sites. Overall this is improved as compared to previously. Very mild edema consistent with typical postoperative course at this stage. No palpably prominent hardware. Calf is soft and nontender.

DIAGNOSTICS

Three views of left foot exhibit interval healing to the 2nd and 4th metatarsal fracture sites. There also does appear to be some degree of increased callus formation to the 3rd metatarsal fracture site more medially, although there is persistent fracture line appreciated. No acute loosening of hardware or interval hardware complications.

IMPRESSION/REPORT/PLAN

Four months status post left 3rd and 4th metatarsal fracture open reduction internal fixation, 2nd metatarsal fracture treated conservatively.

PLAN: I discussed findings with [redacted] today. We did review his imaging. He does continue to show signs of healing. The 3rd metatarsal fracture site is relatively slow to heal but does continue to progress forward. We will plan to keep him in the boot at this time and not change his work restrictions. I will plan to see him back in 1 month with repeat radiographs weightbearing of the foot. He is to abstain from any weightbearing out of the boot at this point.
Progress Note, Podiatry

* Final Report *

Example of Post-op Documentation: Your Institution's Report May Look Different

Result type: Progress Note, Podiatry
Result date: Auth (Verified)
Result status: S0377-1E
Result title: 
Performed by: 
Verified by: 
Encounter info: 
Contributor system: 

* Final Report *

DOC01455 (Verified)

[Patient Name] is here today for followup of left 3rd and 4th metatarsal fracture open reduction internal fixation and 2nd metatarsal fracture treated conservatively. He is nearly 5 months out from surgery. He does continue to wear the boot and is doing mainly seated sedentary work at his job. He does relate "pushing the envelop" and doing more activity up on the foot than has been instructed. He denies any tobacco use or new issues. He experiences no pain in the boot whatsoever.

SYSTEMS REVIEW
Denies calf pain, shortness of breath or chest pain.

PHYSICAL EXAMINATION
The incision site to the dorsal left forefoot is well healed today with appropriate postsurgical scarring and no peri-incisional paresthesias nor dyesthesias. There is no palpably prominent hardware. There is some mild palpatory tenderness over the midshaft of the 2nd metatarsal extending into the second metatarsal, neck region. Otherwise, I am unable to elicit any palpatory tenderness whatsoever to the forefoot or midfoot today. In particular, there is absolutely no palpatory tenderness over the 3rd or 4th metatarsal fracture sites, which are both noted to be clinically stable. The metatarsals distally appears to be clinically well aligned. There is no metatarsal head or interspace pain. Digits are noted to be in satisfactory rectus alignment. Continue to decrease edema as compared to previously. Calf is soft and nontender.

DIAGNOSTICS
Radiographs: Three views of the left foot exhibit near complete healing to the 2nd metatarsal and 4th metatarsal midshaft fractures as any discrete obvious linear lucency is not well visualized at this point. This is consistent with near complete fracture healing. The 3rd metatarsal comminuted midshaft fracture remains readily visualized today with no overt interval callus formation as compared to previous radiographs on [Date]. There is no sign of hardware failure or obvious loosening of hardware as compared to previous radiographs.

IMPRESSION/REPORT/PLAN
1. Five months status post left 3rd and 4th metatarsal fracture open reduction and internal fixation, 2nd metatarsal fracture treated conservatively.
2. Delayed healing, left 3rd metatarsal midshaft fracture.
Progress Note, Podiatry
* Final Report *

Example of Post-op Documentation: Your Institution's Report May Lock Different

PLAN: I discussed findings with [Name] today. It is important he not push his activity level as he describes he has done, as this can place him at higher risk of hardware failure and need for revisional surgery. While the 2nd and 4th metatarsal fractures continue to consolidate in and appear to be essentially nearly healed at this point, there have not been obvious signs of callus formation or further healing to the 3rd metatarsal fracture site over the last month. We discussed treatment options. I would recommend that he remain in the short boot or postop shoe at this point. I did not want him ambulating out of it at this point. He would actually prefer the boot as opposed to the postop shoe at this point and will continue with boot. We also discussed that in the setting of delayed healing, we can consider an external bone stimulator to help facilitate the bone healing process. I would not anticipate a bone stimulator to be covered by insurance at this point, which would require an out-of-pocket cost for the patient if we were to pursue that at this time. Patient is not interested in that at this time. We will continue with work restrictions to consist of protected weightbearing in the open-toed boot with no lifting greater than 20 pounds. No pushing or pulling maneuvers. Patient is instructed to inform my clinic if he is struggling with work duties or having any issues with these restrictions. Once again, he is to abstain from any weightbearing out of boot at this point or any aggressive or exacerbating activities even in the boot, both of which could place him at higher risk of hardware failure, ongoing delayed union or nonunion which could require revisional surgery. If we fail to continue to see progression of healing at the 3rd metatarsal fracture site, we will consider external bone stimulator options once this has the potential to be covered from an insurance standpoint. We discussed other potential barriers to bone healing. I discussed taking a vitamin D3 supplement on a daily basis. We could also further evaluate with vitamin D lab work today but patient would like to wait on that. Patient will contact me with any issues prior to being seen back in 1 month with repeat weightbearing radiographs of the left foot at that time.

Signature Line

Completed Action List:

Printed by:       Printed on:       Page 2 of 2
(End of Report)
DOC01455 (Verified)

J T is here today for followup of a left 3rd and 4th metatarsal fracture open reduction, internal fixation and 2nd metatarsal fracture treated conservatively. He is currently 6 months out from surgery. He does continue with postop shoe immobilization and has been tolerating this well. He denies any overt pain to the foot at this point. He continues to wear the boot while at work and has been tolerating this well. He denies tobacco use. No new concerns or issues from the patient's standpoint at this point.

SYSTEMS REVIEW
Denies calf pain, shortness of breath, or chest pain.

PHYSICAL EXAMINATION
The incision site to the dorsal left foot is well coapted and healed today with appropriate postsurgical scarring. There are no appreciable peri-incisional paresthesias nor dysesthesias. There is no appreciable palpatory tenderness over the 3rd and 4th metatarsal fracture sites which are noted to be clinically stable. There is no palpably prominent hardware appreciated. There is some mild palpatory tenderness over the midshaft of the 2nd metatarsal. There is also some mild tenderness sub 2nd and 3rd metatarsophalangeal joints although, I do not appreciate palpable deformity at the level of the metatarsophalangeal joints. No intermetatarsal space tenderness appreciated. Very low-grade edema that is near to baseline at this point. The digits are in satisfactory alignment. The calf is soft and nontender.

DIAGNOSTICS
RADIOGRAPHS: Three views of the left foot exhibit no overt sign of obvious linear lucency to the 2nd or 4th metatarsal fracture sites, consistent with healed fractures at this point. There is some callus formation at the 3rd metatarsal midshaft fracture site with no signs of intercalary hardware loosening or failure as compared to previous radiographs. There may be some increased callous formation as compared to previous radiographs on the oblique view although variation in angulation of radiograph as compared to previous oblique view could account for this difference. Complete osseous union across the third metatarsal fracture site has not yet been achieved, consistent with delayed healing.

IMPRESSION/REPORT/PLAN
1. Six months, status post left 3rd and 4th metatarsal fracture open reduction and internal fixation, 2nd metatarsal fracture treated conservatively.
2. Delayed healing, left 3rd metatarsal midshaft fracture.
Progress Note, Podiatry
* Final Report *

Example of Post-op Documentation: Your Institution's Report May Look Different

PLAN: I discussed findings with [redacted] today. There is delayed healing of the 3rd metatarsal fracture although, this area is not really clinically tender for the patient. The hardware is noted to be clinically intact, and the fracture site is noted to be clinically stable. I discussed with [redacted] that at times we can consider further imaging such as a CT to evaluate extent of healing, but he would like to wait on that at this time. At this point, as there has been some progression of third metatarsal fracture healing over the last three months, I would not anticipate an external bone stimulator to be covered by insurance. We discussed out-of-pocket costs that can be associated with an external bone stimulator if not covered by insurance, and the patient does not wish to pursue that at this time, although there is potential this could be necessary at some point in the future. We did discuss working restrictions which have been going well for the patient. We will plan for work restrictions to consist of lifting no more than 25 pounds at work with no heavy pushing or pulling maneuvers. Work note was provided indicating these restrictions. He will continue with the postoperative shoe. He will continue to monitor his progress and contact us if he is struggling with his work restrictions. We also discussed continuing to take a vitamin D3 supplement on a daily basis. We will continue to closely follow this. I would like to see the patient back in 1 month with repeat weightbearing radiographs prior, or he will contact us sooner with any acute issues. All questions were answered per his satisfaction.

Signature Line

Completed Action List:

Printed by:  
Printed on:
<table>
<thead>
<tr>
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<th>Date</th>
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Consultations
PROGRESS RECORD

RECORD: Adequate admission note, progress of case, complications, change in diagnosis, condition on discharge, instructions to patient

[Handwritten text not legible]

Internal Medicine Residency Staff Service:
I have personally seen and examined the patient. I discussed the case with the resident and reviewed their documentation.

Critical/Next

Attending Printed Name:
Attending Signature:
Labs
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<tr>
<td>Hct</td>
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<tr>
<td>WBC</td>
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<tr>
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</tr>
<tr>
<td>MCV</td>
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<tr>
<td>RDW</td>
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<tr>
<td>Platelet</td>
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</tr>
<tr>
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<td>(22 - 29)</td>
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<tr>
<td>AGAP</td>
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<td>15 mmol/L</td>
<td>(10 - 29)</td>
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<tr>
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<td>BUN</td>
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<td>^ 19 mg/dL</td>
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<td>Ca</td>
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<td>ALT</td>
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<td>^ 11 U/L</td>
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<tr>
<td>RBC</td>
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<td>(4.32 - 5.72)</td>
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<tr>
<td>MCV</td>
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<td>93.8 fl</td>
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<td>(11.8 - 15.6)</td>
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<td>Platelet</td>
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<td>247 x10^9/L</td>
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<td>D-Dimer</td>
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<td>^ &lt;0.28 mcg/mL FEU</td>
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<td>Potassium Lvl</td>
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<td>Chloride</td>
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<td>^ 103 mmol/L</td>
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<td>CO2</td>
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<td>^ 26 mmol/L</td>
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<td>13 mmol/L</td>
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Example of Labs: Your Institution's Report May Look Different

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<td>85 mg/dL</td>
<td>(70 - 139)</td>
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<td></td>
<td>Creatinine</td>
<td>^ 1.10 mg/dL</td>
<td>(0.80 - 1.30)</td>
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<td></td>
<td>EGFR (MDRD)</td>
<td>^ &gt;50 mL/min/1.73m2</td>
<td>(&gt;60 - )</td>
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<td></td>
<td>EGFR African American (MDRD)</td>
<td>^ &gt;50 mL/min/1.73m2</td>
<td>(&gt;60 - )</td>
<td></td>
</tr>
<tr>
<td></td>
<td>BUN</td>
<td>^ 17 mg/dL</td>
<td>(8 - 24)</td>
<td></td>
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<tr>
<td></td>
<td>Calcium Lvl</td>
<td>^ 8.9 mg/dL</td>
<td>(8.6 - 10.3)</td>
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<tr>
<td></td>
<td>Troponin-T</td>
<td>&lt;0.01 ng/mL</td>
<td>(&lt; =0.01)</td>
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Pathology Report
Tissue
bone, left foot

Clinical Diagnosis
non-pressure chronic ulcer of left foot

Final Diagnosis
Bone and soft tissue, left foot, excision:
  Reactive and degenerative changes and chronic inflammation.

Gross
A. Part A is received in formalin labeled with the patient’s name, medical record number, and “bone left foot”, and consists of 4 2.5 x 1.5 x 1.5 cm fragments of bone and soft tissue consisting of phalangeal bones with overlying soft tissue. Representative sections are submitted as follows:
  Cassette 1 soft tissue
  Cassette 2 bone (after decalcification).
(CG/cg)
Intraop Anes/Circ RN Record

These are the documents used for independent documentation of Surgeon of Record
**ANESTHESIA RECORD**

- **Page of**: 1
- **Age**: 84
- **ASA**: 4
- **Site**: Abdominal

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<th>Radial</th>
<th>R L</th>
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<td>Subclavian</td>
<td>L R</td>
<td>R L</td>
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<tr>
<td>Swan Ganz</td>
<td>Subclavian</td>
<td>L R</td>
<td>R L</td>
</tr>
</tbody>
</table>

**IV Sedation for Eye Block Note Start/Stop Below**

- **Anesthesia Start**: 06/04/2019 09:15 AM
- **Anesthesia Stop**: 06/04/2019 09:45 AM

**Diagnosis**: Deep Myocardial Infarction

**Procedure**: Laceration Repair

**Monitoring Time Line**

- **O2**: 100%
- **ETCO2**: 40 mmHg
- **Temp. Rectal**: 37.2°C
- **HR**: 90 bpm
- **BP**: 100/60

**Flurax**

- **Reversal Agents**
  - 

**EMLA**

- **Environmental Time Out**

**Original - Medical Record**

- **Medical Record Number**: 440044 45 9 1014
Example of Circulating Nurse Report: Your Institution’s Report May Look Different

Nursing Intraop Record

Patient:
CC #: [Redacted]
MRN: [Redacted]
Acct #: [Redacted]

Sex: [Redacted]
DOB: [Redacted]

Patient Information
Admission Type:
Visitors Waiting: OP

Spouse

Procedure Information
Procedure Date:
Sch Case Time:
Anesthesia Type
ASA: 1E
Case Type: Emergency
Preop Diagnosis:
Fracture; Foot; left
Postop Diagnosis:
Fracture; Foot; left
Procedure:
OR IF 4 TH AND 5 TH METATARSAL LEFT FOOT WITH PRIMARY CLOSURE AND SPLINT

I&D, Extremity; LEFT FOOT
Open Reduction Internal Fixation Toe

Radiology Usage
Prep Location
C-Arm-Mini
Prep
Left; Foot
Position
Betadine paint
Safety strap on; Supine; Arm(s) papoosed to side(s)

Consent Status
Anesthesia consent; Completed - copy on chart
Blood consent; Completed - copy on chart
Operative consent; Completed - copy on chart: Signed, Correct, Verbally confirmed.

Verification
Patient verification -- ID Band; Name; Age; Verbally Confirmed; Allergy Band, if applicable; Date of Birth