

# Maintenance of Certification Instructions



**Some of your cases do not have an assigned role.  
To ensure that all of your cases are submitted, click [here](#) to edit the roles.**

## Board Certification Summary/Export

The American Board of Surgery (ABS) application for recertification includes a summary of operative experience for a 12-month period. This is a count of procedures performed grouped over the time period. The procedures are grouped into surgical categories. The categories are groupings of CPT® codes. Each category (examples include 'Breast', 'Head and Neck', and 'Thoracic') combines a number of CPT® codes.

The ABS has provided a mapping of CPT® codes into these surgical categories for use in the Case Log system. In some cases, a CPT® code can fit into more than one surgical category. If some of your cases include these CPT® codes, then the case log system will ask you to select which category to use for that CPT® code. The ABS wants the summary of operative experience for your two most frequent operative locations. The case log will automatically select your two most frequent locations for you based on what you entered into the surgical location for a case.

The ABS also wants the summary of operative experience broken out your role: Surgeon or Assistant. Again, the case log will automatically break this out for you based on the data you entered in the Surgical Role field.

**Export Settings**

**FROM DATE**  (mm/dd/yyyy) **TO DATE**  (mm/dd/yyyy)

**SSN\***  **SPECIALTY**

**ABS AUTHORIZATION CODE\***

**YOU MUST OBTAIN THIS CODE FROM THE ABS**

**Annotations:**

- Fill in the from and to Dates for your cases (points to FROM DATE and TO DATE)
- Enter your SSN# (points to SSN\*)
- Enter your ABS code (points to ABS AUTHORIZATION CODE\*)
- Click on the drop down arrow and enter your specialty (points to SPECIALTY)
- Click here to save your settings (points to Save Settings)

## Cases with more than one CPT® code grouping

The case log system has grouped your cases into CPT® code groups - you will be able to view these with the preview function down below. However, some of your CPT® codes could fit into more than one group. These are shown below, including the number of cases and the options for the group.

Scroll down the screen

# CPT Code Group

CPT® CODE	DESCRIPTION	# CASES	CPT® CODE GROUP
49505	Repair initial inguinal hernia, age 5 years or older; reducible	1	HERNIORRHAPHY, INGUINAL/UMBILICAL
49585	Repair umbilical hernia, age 5 years or older; reducible	1	Unknown
49587	Repair umbilical hernia, age 5 years or older; incarcerated or strangulated	1	INGUINAL-FEMORAL (ALL)-OPEN
44145	Colectomy, partial; with coloproctostomy (low pelvic anastomosis)	1	HERNIORRHAPHY, INGUINAL/UMBILICAL
32480	Removal of lung, other than total pneumonectomy; single lobe (lobectomy)	1	VENTRAL
44143	Colectomy, partial; with end colostomy and closure of distal segment (Hartmann type procedure)	1	COLON TRAUMA-CLOSURE/RESECT/EXC

Save Assignments

Click here to save your assignments

When you scroll down, you will see a list of your cases by CPT Code along with a Description and the number of cases done for each code.

Click on the drop down arrow to see a list of the groups. Select the appropriate description.

# Summary of cases

## Summary of cases that will be transmitted to the Board

Some of your cases do not have an assigned role.  
To ensure that all of your cases are submitted, click [here](#) to edit the roles.

Include CPT® codes without an assigned CPT® code group 'miscellaneous'?

DESCRIPTION	HOSP1 PRIMARY SURGEON (NORTHWESTERN HOSPITAL)	HOSP1 ASSISTANT (NORTHWESTERN HOSPITAL)	HOSP2 PRIMARY SURGEON (BAYLOR)	HOSP2 ASSISTANT (BAYLOR)
Number of procedures automatically matched with a CPT® code group	24	2	6	6
Number of procedures manually matched based on your selections above	3	0	0	2
Number of procedures without a CPT® code group	4	<a href="#">0</a>	<a href="#">1</a>	<a href="#">0</a>

[Submit Procedures to the Board](#)

[Download PDF Preview](#)

©2005-2007 Resilience Software, Inc. All rights reserved.

CPT ©2006 American Medical Association. All Rights Reserved.

Make sure you indicate your assigned role for each case. If the column has a zero, click on ["here"](#) to edit your assigned role for each case.



Dedicated to improving the care of the surgical patient and to safeguarding standards of care in an optimal and ethical practice environment.



# AMERICAN COLLEGE of SURGEONS

Cases Reports Documentation Settings Downloads Help System Logout

## View Cases

Found 27 cases. Displaying 1 through 10

Prev Show 10 Pg 1 - Aug 2, 2007 to Feb 27, 2007 Next

PROC DATE	PATIENT	PROCEDURE	ROLE
Aug 2, 2007	demo, Pam		Primary Surgeon
Jun 19, 2007	test, last proc date		Select Role
Apr 24, 2007	(No patient name)	44208 Left colectomy	Primary Surgeon
Apr 24, 2007	(No patient name)	44208 Left colectomy	Assistant
Apr 24, 2007	(No patient name)	49587 RPR UMBILICAL	Proctor
Apr 24, 2007	(No patient name)	HRNA AGE 5 YRS/> NCRCB	Teaching Assistant
Apr 11, 2007	hotlist update, test		Primary Surgeon
Apr 11, 2007	(No patient name)	92990 PRQ BALO VLVP PULM VALVE	Primary Surgeon
Apr 11, 2007	(No patient name)		Primary Surgeon
Mar 14, 2007	bad birthdate, test	19160 MAST PRTL(Obsolete 07)	Primary Surgeon
Mar 14, 2007		19301 MAST PRTL	
Mar 14, 2007		57100 BX VAG MUCOSA	
Mar 14, 2007		SMPPL SPX	
Mar 12, 2007	O'Donnell, Pat	00100 ANES SALIVARY GLNDS W/BX	Primary Surgeon
Mar 12, 2007		00172 ANES INTRAORAL PX W/BX RPR CL PALATE	
Mar 12, 2007		44950 APPEDEEC	
Feb 27, 2007	four, patient	47562 Lap Chole	Primary Surgeon
Feb 27, 2007		49505 RPR 1ST INGUN	
Feb 27, 2007		HRNA AGE 5 YRS/> REDUCIBLE	

Prev Show 10 Pg 1 - Aug 2, 2007 to Feb 27, 2007 Next

Set All Cases to Role Save

Click on Save after making the changes.

Check for the procedure and Patient, click on the drop down arrow in the "ROLE" column and after the drop down list opens, select the appropriate role.

# Changes to Patient Record



## View Cases

Found 27 cases. Displaying 1 through 10

Prev Show 10 Pg 1 - Aug 2, 2007 to Feb 27, 2007 Next

PROC DATE	PATIENT	PROCEDURE	ROLE
Aug 2, 2007	demo, Pam		Primary Surgeon
Jun 19, 2007	test, last proc date		Select Role
Apr 24, 2007	(No patient name)	44208 Left colectomy	Primary Surgeon
Apr 24, 2007	(No patient name)	44208 Left colectomy	Assistant
Apr 24, 2007	(No patient name)	49587 RPR UMBILICAL HRNA AGE 5 YRS/> NCRCB	Proctor
Apr 24, 2007	(No patient name)		Teaching Assistant
Apr 11, 2007	hotlist update, test	92990 PRQ BALO VLVP PULM VALVE	Primary Surgeon
Apr 11, 2007	(No patient name)		Primary Surgeon
Mar 14, 2007	bad birthdate, test	19160 MAST PRTL(Obsolete 07)	Primary Surgeon
Mar 12, 2007	O'Donnell, Pat	19301 MAST PRTL 57100 BX VAG MUCOSA SMPL SPX	Primary Surgeon
Feb 27, 2007	four, patient	00100 ANES SALIVARY GLNDS W/BX 00172 ANES INTRAORAL PX W/BX RPR CL PALATE 44950 APPENDEC	Primary Surgeon

Prev Show 10 Pg 1 - Aug 2, 2007 to Feb 27, 2007 Next

Set All Cases to Role Save

You can also make changes to the patient record by clicking on the Patient Name which is highlighted in Blue. See sample on the next screen.

# Edit Patient Record



## Modify Case Activity Setting

### PROCEDURE DATE


08/02/2007  (mm/dd/yyyy)

Outpatient Procedure?


### DATE ADMITTED

08/02/2007  (mm/dd/yyyy)

### ROLE

Primary Surgeon 


### LOCATION

Northwestern Hospital 

### DISCHARGE DATE

 (mm/dd/yyyy)

### ASSISTANT

Select Assistant 

## Patient Information

### MEDICAL RECORD NUMBER

### DATE OF BIRTH

 (mm/dd/yyyy)

### FIRST NAME

Pam

### LAST NAME

demo

### GENDER

Male  Female  Unknown

## Medical Information

### PRE-OPERATIVE DIAGNOSES

Enter Keywords   Enter ICD Code

Select an ICD Code From Your Hotlist 

Make your changes to the patient record by filling in the blanks or selecting from the drop down lists. Scroll down to the bottom of the page to save your changes. See the following sample screen.

# Saving your Edits

**COMORBIDITIES**

**PATHOLOGY**

Select a Pathology

**POST-OPERATIVE OCCURRENCES**

**WOUND CLASSIFICATION**

Select Wound

**RETURNED TO OR WITHIN 30 DAYS**  
 Yes  No  Unknown

**DEATH WITHIN 30 DAYS**  
 Yes  No  Unknown

**Other Information**

**NOTES**

**CASE STATUS**

Entry complete?

©2005-2007 Resilience Software, Inc. All rights reserved.

CPT ©2006 American Medical Association. All Rights Reserved.

Click on "Save Case"  
button to save your  
changes.

# After saving your case The View Cases Screen Will Appear



## View Cases

Found 28 cases. Displaying 1 through 10

Prev Show 10 Pg 1 - Aug 2, 2007 to Mar 12, 2007 Next

PROC DATE▼	PATIENT	PROCEDURE	ROLE
Aug 2, 2007	demo, Pam		Primary Surgeon ▼
Aug 2, 2007	(No patient name)		Primary Surgeon ▼
Jun 19, 2007	test, last proc date		Primary Surgeon ▼
Apr 24, 2007	(No patient name)	44208 Left colectomy 44208 Left colectomy	Primary Surgeon ▼
Apr 24, 2007	(No patient name)	49587 RPR UMBILICAL HRNA AGE 5 YRS/> MCRCB	Primary Surgeon ▼
Apr 24, 2007	(No patient name)		Primary Surgeon ▼
Apr 11, 2007	hotlist update, test	92990 PRQ BALO VLVP PULM VALVE	Primary Surgeon ▼
Apr 11, 2007	(No patient name)		Primary Surgeon ▼
Mar 14, 2007	bad birthdate, test	19160 MAST PRTL(Obsolete 07) 19301 MAST PRTL 57100 BX VAG MUCOSA SMPL SPX	Primary Surgeon ▼
Mar 12, 2007	O'Donnell, Pat	00100 ANES SALIVARY GLNDS W/BX 00172 ANES INTRAORAL PX W/BX RPR CL PALATE 44950 APPENDEC	Primary Surgeon ▼

Prev Show 10 Pg 1 - Aug 2, 2007 to Mar 12, 2007 Next

Set All Cases to Role ▼ Save

# Saving Your Settings



## View Cases

Found 28 cases. Displaying 11 through 20

Prev Show 10 Pg 2 - Feb 27, 2007 to Dec 20, 2006 Next

PROC DATE			
Feb 27, 2007			Primary Surgeon
Feb 27, 2007			Primary Surgeon
Feb 27, 2007			Primary Surgeon
Feb 27, 2007			Primary Surgeon
Feb 27, 2007	(No patient name)	CHOLECSTC W/CHOLANGRPH 47562 Lap Chole	Primary Surgeon
Feb 27, 2007	(No patient name)	47562 Lap Chole 49585 RPR UMBILICAL HRNA 5 YRS/> RDC	Primary Surgeon
Feb 27, 2007	(No patient name)	47562 Lap Chole	Primary Surgeon
Feb 27, 2007	(No patient name)	47562 Lap Chole	Primary Surgeon
Jan 22, 2007	test no birthdate	44208 Left colectomy 47562 Lap Chole	Select Role
Dec 20, 2006	Mcgrath, Mary	27130 Total Hip 47562 Lap Chole 49560 upper ear removal 60500 PARATRDEC/EXPL PARATHYR 77370 SPEC MEDICAL RADJ PHYSICS CONSLTJ	Primary Surgeon

Prev Show 10 Pg 2 - Feb 27, 2007 to Dec 20, 2006 Next

Set All Cases to Role Save

The page at https://acspbls.resilien...  
Would you like your settings to be saved?  
OK Cancel

To save your settings, click on the "Next" button a pop-up box will appear asking if you would like your settings saved. Click "OK" to save your changes or "Cancel" if you are not finished making your changes.

# Set all Cases to Role

Cases Reports Documentation Settings Downloads Help System Logout

## View Cases

Found 28 cases. Displaying 11 through 20

Prev Show 10 Pg 2 - Feb 27, 2007 to Dec 20, 2006 Next

PROC DATE	PATIENT	PROCEDURE	ROLE
Feb 27, 2007	four, patient	47562 Lap Chole 49505 RPR 1ST INGUN HRNA AGE 5 YRS/> REDUCIBLE	Primary Surgeon
Feb 27, 2007	one, patient	47562 Lap Chole	Primary Surgeon
Feb 27, 2007	three, patient	47562 Lap Chole 49560 upper ear removal	Primary Surgeon
Feb 27, 2007	two, patient	47562 Lap Chole 47563 LAPS SURG CHOLECSTC W/CHOLANGRPH	Primary Surgeon
Feb 27, 2007	(No patient name)	47562 Lap Chole	Primary Surgeon
Feb 27, 2007	(No patient name)	47562 Lap Chole 49585 RPR UMBILICAL HRNA 5 YRS/> RDC	Primary Surgeon
Feb 27, 2007	(No patient name)	47562 Lap Chole	Primary Surgeon
Feb 27, 2007	(No patient name)	47562 Lap Chole	Primary Surgeon
Jan 22, 2007	test no birthdate	44208 Left colectomy 47562 Lap Chole	Select Role
Dec 20, 2006	Mcgrath, Mary	27130 Total Hip 47562 Lap Chole 49560 upper ear removal 60500 PARATRDEC/EXPL PARATHYR 77370 SPEC MEDICAL RADJ PHYSICS CONSLTJ	Primary Surgeon

Prev Show 10 Pg 2 - Feb 27, 2007 to Dec 20, 2006 Next

Set All Cases to Role Save

- Set All Cases to Role
- Primary Surgeon
- Assistant
- Proctor
- Teaching Assistant

If you are the Primary Surgeon for all of your cases, you can select this option in the "Set All Cases to Role" box and then click on "Save"

# How to get back to the ABS Certification Screen

Click on Reports and select ABS Certification.



The American Board of Surgery (ABS) application for recertification includes a summary of operative experience for a 12-month period. This is a count of procedures performed grouped over the time period. The procedures are grouped into surgical categories. The categories are groupings of CPT® codes. Each category (examples include 'Breast', 'Head and Neck', and 'Thoracic') combines a number of CPT® codes.

The ABS has provided a mapping of CPT® codes into these surgical categories for use in the Case Log system. In some cases, a CPT® code can fit into more than one surgical category. If some of your cases include these CPT® codes, then the case log system will ask you to select which category to use for that CPT® code. The ABS wants the summary of operative experience for your two most frequent operative locations. The case log will automatically select your two most frequent locations for you based on what you entered into the surgical location for a case.

The ABS also wants the summary of operative experience broken out your role: Surgeon or Assistant. Again, the case log will automatically break this out for you based on the data you entered in the Surgical Role field.

# Previewing before sending to the Board

## Summary of cases that will be transmitted to the Board

Include CPT® codes without an assigned CPT® code group as 'miscellaneous'?

DESCRIPTION	HOSP1 PRIMARY SURGEON (NORTHWESTERN HOSPITAL)	HOSP1 ASSISTANT (NORTHWESTERN HOSPITAL)	HOSP2 PRIMARY SURGEON (BAYLOR)	HOSP2 ASSISTANT (BAYLOR)
Number of procedures automatically matched with a CPT® code group	24	2	12	0
Number of procedures manually matched based on your selections above	3	0	2	0
Number of procedures without a CPT® code group	4	0	1	0

Submit Procedures to the Board

Download PDF Preview

©2005-2007 Resilience Software, Inc. All rights reserved.

CPT ©2006 American Medical Association. All Rights Reserved.

To preview your cases before sending them to the Board. Click on the “Download PDF Preview” button.

# Preview of General Surgery Recertification Examination Operative Experience (FINAL)

This is Screen 1 of 4. (This is just a sample.)  
Scroll down to see all of your cases when you are in the  
Case log,

board-cert-gen.pdf (application/pdf Object) - Mozilla Firefox

File Edit View History Bookmarks Tools Help

https://acspbls.resilienceoftware.com/board-cert-gen.pdf

Customize Links Free Hotmail RealPlayer Snapshot Marquee Snapshot Window Windows Marketplace Windows Media Windows

My Page board-cert-gen.pdf (applica...

Save a Copy Search Select Sign

Pages

Click on the green arrow in the top left corner to go back to the previous screen.

**General Surgery Recertification Examination Operative Experience (FINAL)**

**Applicant**  
First Name: Howard  
Last Name: Tanzman

**Report Period**  
From(yyyy-mm-dd): 2006-09-14  
To(yyyy-mm-dd): 2007-09-14

**Summary of Operative Experience**

Following is a summary of procedures reported over the period.

	Hosp1 Primary Surgeon (Northwestern)	Hosp1 Assistant (Northwestern)	Hosp2 Primary	Hosp2 Assistant
--	--------------------------------------	--------------------------------	---------------	-----------------

Done acspbls.resilienceoftware.com

start Patti Duke - Irb... 4 Windows E... TIMSS - Order ... board-cert-gen... Microsoft Powe... 4:19 PM

# Submitting Cases to the Board

## Summary of cases that will be transmitted to the Board

Include CPT® codes without an assigned CPT® code group as 'miscellaneous'?

DESCRIPTION	HOSP1 PRIMARY SURGEON (NORTHWESTERN HOSPITAL)	HOSP1 ASSISTANT (NORTHWESTERN HOSPITAL)	HOSP2 PRIMARY SURGEON (BAYLOR)	HOSP2 ASSISTANT (BAYLOR)
Number of procedures automatically matched with a CPT® code group	24	2	12	0
Number of procedures manually matched based on your selections above	3	0	2	0
Number of procedures without a CPT® code group	4	0	1	0

Submit Procedures to the Board

Download PDF Preview

©2005-2007 Resilience Software, Inc. All rights reserved.

Click on the “Submit Procedures to Board” Button to submit your cases.

After submitting your cases, this screen will appear. This completes your submission to the American Board of Surgery.



The American Board of Surgery will send you an email notification confirming the successful receipt of your application.

### Board Certification Summary/Export

The American Board of Surgery (ABS) application for recertification includes a summary of operative experience for a 12-month period. This is a count of procedures performed grouped over the time period. The procedures are grouped into surgical categories. The categories are groupings of CPT® codes. Each category (examples include 'Breast', 'Head and Neck', and 'Thoracic') combines a number of CPT® codes.

The ABS has provided a mapping of CPT® codes into these surgical categories for use in the Case Log system. In some cases, a CPT® code can fit into more than one surgical category. If some of your cases include these CPT® codes, then the case log system will ask you to select which category to use for that CPT® code. The ABS wants the summary of operative experience for your two most frequent operative locations. The case log will automatically select your two most frequent locations for you based on what you entered into the surgical location for a case.

The ABS also wants the summary of operative experience broken out your role: Surgeon or Assistant. Again, the case log will automatically break this out for you based on the data you entered in the Surgical Role field.

### Export Settings

FROM DATE

 (mm/dd/yyyy)

TO DATE

 (mm/dd/yyyy)

SSN\*

SPECIALTY



ABS AUTHORIZATION CODE\*

YOU MUST OBTAIN THIS CODE FROM THE ABS

### Cases with more than one CPT® code grouping

The case log system has grouped your cases into CPT® code groups - you will be able to view these with the preview function down below. However, some of your CPT® codes could fit into more than one group. These are shown below, including the number of cases and the options for the group.