ABP Individual Learner Reporting
Overview & FAQ

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OVERVIEW
The American Board of Pathology (ABP) and the Accreditation Council for Continuing Medical Education (ACCME) have developed a process for automated reporting of diplomates’ educational and practice improvement activities.

The ABP is working towards having CME, SAM, and Improvement in Medical Practice activity credits automatically populate a diplomate’s Maintenance of Certification now known as Continuing Certification (CC) Reporting forms and transcript available in PATHway via the ACCME’s Program and Activity Reporting System (PARS).

With a pathologist’s permission, the College of American Pathologists (CAP) will report completed courses electronically to the ABP which will populate the pathologist’s PATHway Profile.
DIPLOMATE CONSENT
The CAP requires a pathologist’s permission to transmit completed courses to ACCME and ABP.

Upon login to CAP’s Learning site, physicians will be automatically prompted to respond to the question, **Do you want CAP to send your data to PARS?**
The following response options will be available:

<table>
<thead>
<tr>
<th>Response</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Yes</strong></td>
<td>By selecting Yes, you are agreeing to have the CAP report your successful completions to ABP via ACCME’s Program and Activity Reporting System (PARS). When selecting the Yes response, diplomates are required to provide their ABP ID and date of birth (mm/dd/yyyy), which is used by ACCME and ABP to validate and assign credits to the appropriate diplomate.</td>
</tr>
<tr>
<td><strong>No</strong></td>
<td>By selecting No, you are stating that you do not want the CAP to report to the ABP on your behalf. The CAP will not report courses completions to ABP on your behalf. Diplomates with non-time limited (lifetime) certificates issued prior to 1/1/2006; unless they have voluntarily enrolled, do not have a reporting requirement therefore it is recommended that they respond No.</td>
</tr>
<tr>
<td><strong>I am not an ABP member</strong></td>
<td>By selecting I am not an ABP member, you are identifying yourself as a physician who is not (or not yet) affiliated to the American Board of Pathologists and therefore has no ABP reporting requirement. The CAP will not report course completions to ABP on your behalf.</td>
</tr>
</tbody>
</table>

REQUIREMENTS FOR REPORTING
The ACCME and ABP require the following information to validate and assign course completions to the correct board-certified diplomate account. Reported course completions will be rejected by ACCME and/or ABP if the incorrect information is provided.*
| **ABP ID** | Your ABP ID is a unique numeric value provided to you by ABP upon your board certification. It is not the same as your certificate number.  
Don’t know your ABP ID? Visit ABP Pathway > My Profile to verify your ABP ID  
Having trouble logging into ABP Pathway? Contact ABP for assistance abp-moc@abpath.org |
| **Date of Birth** | Month and Day will be reported to ACCME and ABP. A valid Year must be entered when providing consent, but will not be reported to the ABP.  
Personal information submitted through our website will be used for the purposes specified in CAP policy: https://www.cap.org/privacy-policy |
| **Name** | First and Last Name will be reported to ACCME and ABP. Please be sure to contact CAP or ABP if you have changed your name. |

*Note: Rejected completions must be reported to ABP by the diplomate. In the event your completion(s) is rejected you will receive an email communication from the CAP asking for you to provide updated information. If you do not respond with updated information, the CAP will discontinue reporting on your behalf.  

**NON-TIME LIMITED (LIFETIME) CERTIFICATES**  
Diplomates with non-time limited (lifetime) certificates issued prior to 2006; unless they have voluntarily enrolled, currently do not have a CC reporting requirement. Diplomates who do not have a reporting requirement are not be setup in ABP and ACCME’s systems for CME providers, like the CAP, to report CME credit; therefore, the CAP is not able to report on your behalf. 

- Please respond to the diplomate consent by selecting a No response.  
- If you do want the CAP to report on your behalf, you need to contact ABP (abp-moc@abpath.org) and let them know:  
  1. You would like to voluntarily enroll in the CC Program, if you have not already done so  
  2. You would like your ABP account set up so that an accredited CME provider participating in the automated CME reporting process will be able to report your CME credit information to ACCME and ABP.  
  3. After you’ve received confirmation from ABP that you have been enrolled in the CC Program and your account has been appropriately setup, email the CAP at education@cap.org to let us know that we can resume reporting on your behalf.  

**RESIDENTS / NEWLY BOARDED**  
Residents – Please respond to the diplomate consent by selecting No or I am not an ABP member. As a resident you do not have a reporting requirement. Upon board certification we will update your CAP record to provide you an opportunity to respond to the diplomate consent based on your newly boarded reporting needs.
Newly boarded - ABP IDs are sent to the CAP each October for those who sit for the exam during the summer, and again in January for those who take the exam during fall/winter of the previous year. Your ABP ID will be added to CAP files if you consented for ABP to send your information to the CAP. Upon board certification we will update your CAP record to provide you an opportunity to respond to the diplomate consent based on your newly boarded reporting needs.

ELIGIBLE COURSE COMPLETIONS

The CAP will report CME, SAM, and Improvement in Medical Practice (Part IV) course credits to ABP via ACCME’s Program and Activity Reporting System (PARS) for diplomates:

1. Who have selected a Yes response to the diplomate consent prior to course completion
2. And provided the correct ABP ID, date of birth, and name information.**
3. And have successfully completed and claimed credit*** on a CME, SAM, Part IV eligible course.

**Note**: The ACCME and ABP require the ABP ID, date of birth and name information to validate and assign course completions to the correct board-certified diplomate account. Reported course completions will be rejected by ACCME and/or ABP if the incorrect information is provided. Rejected completions must be reported to ABP by the diplomate. In the event your completion(s) is rejected you will receive an email communication from the CAP asking for you to provide updated information. If you do not response with updated information, the CAP will discontinue reporting on your behalf.

***Credit claimed**: The CAP cannot report activity completion until credit has been claimed. Credit should be claimed in the calendar year the activity is completed in order to meet ACCME’s reporting requirements. ACCME’s reporting year closes 3 months after the end of the calendar year (March 31st). The ACCME allows the CAP this 3-month grace period for reporting, but following the close of ACCME’s reporting year, the diplomate will have to report completions directly to ABP.

Additionally,

- Courses that were completed prior to date of diplomate consent, will need to be submitted to ABP by the diplomate.
- No further completions will be sent if the consent response option is changed from Yes to No and all completions that were accepted by ABP when the consent response was Yes will remain on the diplomate’s ABP records.
FREQUENTLY ASKED QUESTIONS (FAQS)

I don’t know my ABP ID. How do I look it up?
Visit ABP PATHway > My Profile to verify your ABP ID

Having trouble logging into ABP Pathway? Contact ABP for assistance abp-moc@abpath.org

I can’t log into my ABP PATHway account.
I don’t have a Username or Password for my ABP PATHway account.
The CAP does not have access to support your ABP PATHway account. Please contact ABP for assistance abp-moc@abpath.org

When can I see my completed activities on PATHway?

<table>
<thead>
<tr>
<th>2018 manually reported courses</th>
<th>For the 2018 reporting year, the CAP reported completions for Creating a Culture of Patient Safety and CAP 2018 Annual Meeting courses in December 2018 and January 2019 using the CAP manual reporting process.</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019 manually reported courses</td>
<td>For the 2019 reporting, the CAP has reported all January 2019 – April 2019 completions for CME, SAM, Part IV eligible courses using the CAP manual reporting process.</td>
</tr>
<tr>
<td>2019 and beyond automated reported courses</td>
<td>For the 2019 reporting, starting in late August 2019 the CAP will be automating our reporting process to report all CME, SAM, Part IV eligible courses. This will include completions for May 2019 and beyond. Completions will be reported to ABP daily going forward.</td>
</tr>
</tbody>
</table>

Note: The ACCME and ABP require the ABP ID, date of birth and name information to validate and assign course completions to the correct board-certified diplomate account. Reported course completions will be rejected by ACCME and/or ABP if the incorrect information is provided. Rejected completions must be reported to ABP by the diplomate. In the event your completion(s) is rejected you will receive an email communication from the CAP asking for you to provide updated information. If you do not response with updated information, the CAP will discontinue reporting on your behalf.
How do I know what courses have been successfully reported to ABP?

Visit ABP PATHway > CME Transcript tab. This view displays courses that have been reported by the CAP as well as courses that have been reported by you.

You can compare your ABP PATHway CME Transcript information to your CAP Learning Transcript (https://learn.cap.org/transcript.aspx) to determine which activities you may need to report yourself.

What if CAP reports a course to ABP that I have already reported?

ABP will be reviewing course completions submitted both by the provider (CAP) and by the diplomate. If they find a course that has been submitted by both, they will keep the record submitted by the provider.

If you have specific questions related to ABP’s review process, please contact ABP directly abp-moc@abpath.org

How do I confirm my consent choice?

Contact a representative of the CAP Learning Division. We can provide the date in which you responded to the consent prompt and request a change to consent response.

Phone: 1-800-323-4040 option 1
Email: education@cap.org

How to change prior consent?

Contact a representative of the CAP Learning Division. We can provide the date in which you responded to the consent prompt and request a change to consent response.

Phone: 1-800-323-4040 option 1
Email: education@cap.org

How do I change an incorrectly reported credit?

Contact a representative of the CAP Learning Division. Please provide information on the CAP credit claimed versus the ABP credit displayed in PATHway.

Phone: 1-800-323-4040 option 1
Email: education@cap.org