



American Board of Independent Medical Examiners

Certified Independent Medical Examiner

CIME

MEDICAL DOCTOR CERTIFICATION INFORMATION

**Examination Information
Application Information
ABIME Master CIME Information
Examination Application**

**American Board of Independent Medical Examiners
6470-A Merritts Creek Road
Huntington, WV 25702**

PH: 304-733-0095 OR Fax: 304-733-5243

info@abime.org

www.abime.org

What You Need to Know About ABIME

The prestigious distinction of certification through the American Board of Independent Medical Examiners (ABIME) sets you apart as a nationally recognized medical examiner. ABIME certification represents professional competency and integrity. Physicians certified by ABIME meet the demand for quality, impartial impairment and disability evaluations. **ABIME has certified over 3000 + physicians since 1996. ABIME certification is recognized as the national standard for physicians performing IMEs.**

ABIME meets today's challenges for Independent Medical Examiners

Expectations for highly qualified medical examiners have never been greater. Insurance companies, workers' compensation commissions, employers, and attorneys are continuously engaging independent medical examiners to assess challenging cases.

Workers' compensation and other disability cost total billions of dollars every year. As a result, cost-conscious organizations are closely scrutinizing medical providers. The needs of healthcare organizations, disability managers, employers and insurers have changed dramatically over the last decade. Biased, inadequate and superficial medical examinations are unacceptable in today's competitive marketplace.

The American Board of Independent Medical Examiners addresses the need for competent, reliable disability/compensation evaluations. Key leaders within the medical, legal and disability management communities established ABIME to:

1. Set and maintain high standards of conduct and performance among Independent Medical Examiners
2. Identify and promote qualified individuals who meet these standards

ABIME is incorporated as a national quality assurance board. It ensures uniformity of standards and competency of physicians performing Independent Medical Evaluations and Disability Examinations. ABIME's board of well-known experts from multiple disciplines regulates its application and examination process to identify qualified independent medical examiners.

How ABIME certification advances your career:

ABIME certification offers you a competitive advantage over non-certified physicians. Today, industry experts view certified Independent Medical Examiners as better qualified to respond to the needs of case and claims management.

ABIME requirements for knowledge, skills and abilities qualify physicians to:

- ◆ Conduct superior, Independent Medical Examinations
- ◆ Write comprehensive, accurate reports
- ◆ Interpret relevant workers' compensation and disability law
- ◆ Provide credible, defensible testimony

As an ABIME certified Independent Medical Examiner, your credentials and advanced knowledge bring you:

- ◆ Significant recognition among your peers
- ◆ Added credibility with prospective clients
- ◆ Increased referrals and case assignments
- ◆ Greater practice and career expectations

ABIME certification is a special distinction that sets you apart as one of the best in the field.

Your achievement instills greater client confidence in your capabilities and professionalism, and identifies you as an experienced physician who understands the unique issues of disability evaluation.

Qualifying for ABIME certification

ABIME certification is granted to physicians who successfully achieve the following criteria:

- ◆ Continuing medical education in the performance of Independent Medical Examinations and Disability and Impairment Evaluations
- ◆ A selective application process meeting standards of education, experience and ethical conduct
- ◆ A signed agreement to abide by professional guidelines of conduct
- ◆ A competency examination covering such key aspects as clinical competency, behavioral science, Impairment and Disability systems, and the *AMA Guides to the evaluation of Permanent Impairment*
- ◆ Recertification is required every 5 years

Why choose an ABIME-certified physician?

The need for qualified medical evaluations continues to increase. ABIME certification provides value to physicians and a variety of clients including claims adjusters, case managers, employers, commissioners and attorneys. Certification identifies the physician as someone who:

- ◆ possesses necessary medical skills and training in physical, behavioral, psychological and occupational assessment
- ◆ draws upon in-depth experience to perform credible evaluations
- ◆ provides a thorough, objective, written analysis regarding diagnosis, causation, prognosis, maximal medical improvement, impairment, work capacity, appropriateness of care and case management
- ◆ demonstrates skills in testifying as an expert medical witness
- ◆ recognizes the value of impartiality and thoroughness in case evaluation
- ◆ strives to conduct timely, cost-effective evaluations
- ◆ abides by ABIME guidelines of conduct and ethical practice
- ◆ exhibits commitment to professional excellence and integrity as a member of a select group of physicians

Certified independent medical examiners are an essential resource for all types of disability management professionals. Their impartial and thorough assessments enhance the evaluation process and produce beneficial results for all involved, including the examinee. ABIME certified physicians are specially prepared to:

- ◆ clinically assess cases of disability
- ◆ identify relevant physical, behavioral, psychological, psycho-social and occupational issues
- ◆ obtain medical information that may have been overlooked
- ◆ clarify issues of causation and apportion responsibility
- ◆ perform accurate impairment evaluations according to the *AMA Guides to the Evaluation of Permanent Impairment*
- ◆ assess work ability
- ◆ make recommendations about case management

ABIME certification singles out exceptional independent medical examiners dedicated to performing quality evaluations and recognized for their unique qualifications.

Added Benefits of ABIME

Certified physicians can choose to be listed in an annual ABIME National Directory of Certified Independent Medical Examiners available to prospective clients and organizations. The complete directory is available in an interactive database at www.abime.org. The national ABIME awareness campaign recognizes and promotes the expertise of ABIME-certified physicians.

Guidelines of Conduct

Each physician certified by the American Board of Independent Medical Examiners (ABIME) is expected to comply with these guidelines of conduct:

Accordingly, each physician should:

1. be honest in all communications;
2. respect the rights of the examinee and other participants, and treat these individuals with dignity and respect;
3. at the examination:
 - a. introduce him/herself to the examinee as the examining physician;
 - b. advise the examinee they are seeing him/her for an independent medical examination, and the information provided will be used in assessment and presented in a report;
 - c. provide the examinee with the name of the party requesting the examination;
 - d. advise the examinee that no treating physician-patient relationship will be established;
 - e. explain the examination process;
 - f. provide adequate draping and privacy if the examinee needs to remove clothing for the examination;
 - g. refrain from derogatory comments; and
 - h. close the examination by telling the examinee that the examination is over and ask if there is further information the examinee would like to add;
4. reach conclusions that are based on facts and sound medical knowledge, and for which the independent medical examiner has adequate qualifications to address;
5. be prepared to address conflict in a professional and constructive manner;
6. never accept a fee for services which is dependent upon writing a report favorable to the referral service; and maintain confidentiality consistent with the applicable legal jurisdiction.

Medical Doctor Application Information

Eligibility

Each applicant for certification as an independent medical examiner is required to meet specific eligibility requirements and satisfactorily complete a written examination. Eligibility criteria are determined by the American Board of Independent Medical Examiners (ABIME) Board of Directors. Recertification is required every five years. Certified physicians are required to pay a fee of **\$195** each year to be listed on the ABIME Board of Registry. The Board of Registry benefits include receipt of the Quarterly Journal *Disability Medicine*, the physician's listing in the print and online directories, discounted rates on ABIME Education Programs, and special insurance programs.

These requirements are:

- A current unrestricted state medical license illustrating the expiration date.
- A record clear of any disciplinary action for an ethical or other offense as imposed by a state board of medical licensure within the past 5 years.
- Board certification in a specialty recognized by the American Board of Medical Specialists (ABMS) or the American Osteopathic Association (AOA), or documentation that applicant has been involved in the practice of medicine, including residency years, for a period of 10 years prior to submitting an ABIME application.
- Within the one year prior to taking the examination, completion of at least 15 hours of ABIME Sponsored continuing medical education (AMA Category 1) in impairment rating and independent medical examination. (30 hours of CME in the field of impairment rating and independent medical examination are recommended.)
- Signed agreement to abide by the ABIME Guidelines of Conduct.

Confidentiality

Review of credentials for ABIME certification is completely confidential and privacy is protected. ABIME maintains only a list of ABIME Certified Independent Medical Examiners.

Fees

The American Board of Independent Medical Examiners has instituted the following fees to better support our educational mission. Price of the examination is **\$995.00** (US Funds). A check or money order payable to ABIME must accompany the application. Credit card payments are also accepted (Visa, MasterCard, Discover or Amex). Requests to transfer must be made in writing and received in the ABIME office 14 days prior to the examination date and there will be a **\$100.00** charge for each transfer. Once you pass the exam if you want to order the ABIME CIME Diploma there will be a final fee of **\$200** for printing, shipping & handling.

Certification

Upon successful completion of the examination, the applicant will receive a certificate stating that he or she has been found to possess special knowledge as a Certified Independent Examiner (CIME) if they choose to order the Diploma. Candidates who have taken the examination will be notified of the results within 60 days of the examination date.

Application

Application requests may be sent to ABIME, 6470-A Merritts Creek Road, Huntington, WV 25702, or faxed to 304-733-5243. You can also email your application to info@abime.org. **We request, but do not require, that your application be sent at least two weeks prior to the exam date. Please call the ABIME office to request permission for late registration.**

ABIME reserves the right to cancel examinations based on registration numbers. Hotel reservations and travel arrangements are the sole responsibility of the examination registrant.

Recertification

Ongoing developments in this rapidly changing arena require a certification time limit. Therefore, certification is valid for a **five-year** period following date of issuance, at which time certification expires. Requirements for Recertification by examination include:

- A medical license, current and unrestricted;
- A record clear of any disciplinary action for an ethical or other offense as imposed by a state board of medical licensure within the past 5 years;
- Evidence of completion of 16 hours of ABIME approved CME;
- Signed agreement to abide by the ABIME Guidelines of Conduct; and
- Satisfactory completion of the then current examination.

Guidelines of Conduct

Each applicant must agree to comply with the ABIME Guidelines of Conduct.

EXAMINATION INFORMATION

Introduction

This booklet provides you with the information necessary to prepare for your upcoming examination by the American Board of Independent Medical Examiners (ABIME), including:

- General information
- Instructions
- Knowledge, Skills and Abilities/Test Outline
- Bibliography

The examination lasts no more than 3 hours in duration and consists of 120 multiple choice test items, distributed by content area according to the test blueprint. The exam includes recall, interpretation, and problem solving types of questions. State-of-the-art psychometric procedures are employed for scoring and determination of the minimum passing level. Scores are based upon the total number of items answered correctly. There is no penalty for guessing.

ABIME recommends that applicants prepare adequately for the examination through readings, training, and experience.

Instructions

Admission

- Bring the ABIME examination ticket given to you by the staff with you to the examination room.
- Report to the examination room promptly at the registration time indicated on the schedule. Verify your name and social security number with the information on the answer sheet you receive.

Materials

- All materials required to take the test (e.g., #2 pencils and applicable figures and tables from the AMA Guides to the Evaluation of Permanent Impairment) will be provided.
- You will not be permitted to bring any books, notes, electronic paging devices, recording or filming devices, radios, other mechanical and/or electronic devices, beverages, or food into the testing room.
- If sitting for an ABIME Open Book AMA Guides Case Studies Exam, then you will be instructed/allowed to take the appropriate AMA Guides Book to the Exam.

Examination Procedures

- At the appointed time, the Chief Proctor will begin the examination with introductory remarks. These include reading the instructions and agreement form. You are required to follow proctor directions. You will receive an examination booklet immediately following the remarks.
- Read materials carefully and listen to directions given during the exam.
- Do not communicate with any other examinee during the examination. If you are detected attempting to provide or receive assistance, your test score will be invalidated.
- If you must leave the test room temporarily, your identity must be verified before you are readmitted. You will not receive additional testing time.

Finishing the Examination

- Upon completing the examination, check your work. Be sure any erasures are complete and there are no stray marks which could be counted as wrong answers.
- Once you submit the examination booklet and the answer sheet to the proctors, these materials will not be returned to you for additional review or completion.

Take the Next Step After You Achieve the Prestigious Status of CIME™ **Become A Master MCIME™**

Master CIME™ qualification by the **American Board of Independent Medical Examiners (ABIME)** places you among the most premium and highest credentialed group of doctors in the Independent Medical Examination Field in your specialty. In order to become a **Master CIME™** one must complete the following requirements:

- 1) Current Status as an **ABIME CIME Certified Diplomat** and **Board of Registry Member** in good standing.
- 2) Successful completion and passing of more than one version (**AMA4 or AMA5 or AMA6**) of the **AMA Guides Exam**, at least **two** in the past **one** year. Applicants must have passed the exams on the first attempt. Any candidate failing their exam will not be eligible for the following two years.
- 3) **50** hours of IME related ABIME sponsored Training Credit within the last **5** years. These are Training Programs that directly receive hour for hour credit from ABIME for primary credentialing and recertification.
- 4) **100 hours of CME/CPD credit** from any accredited training program related to your field/specialty in the past five years. This is in addition to the **50 hours of ABIME sponsored CME** as outlined above in Item #2.
- 5) You must be a specialist in your field, recognized by an appropriate specialty authority in your jurisdiction and currently in good standing with that authority.
- 6) Currently licensed/registered to practice medicine and/or surgery with no significant adverse action against the professional practice registration or license by the authority in the last **10** years in your jurisdiction
- 7) Complete a **Master CIME™** application with one time **MCIME™** Diploma fee of **US \$200**.
- 8) Upon receiving the Status of **MCIME™**, a Diplomat is authorized to use **MCIME™** initials after their name for **5** years so long as the Diplomat is in good standing with ABIME. The **MCIME™** status must be renewed every **5** years.

Maintenance of MCIME Certification Through 5 Year Cycle

- Must pay all ABIME Board of Registry dues yearly.
- Must maintain original ABIME CIME status and keep it current before it expires.
- Must attend **30** hours of ABIME accredited CME training. Up to **24** hours of this can be from the credit used for current CIME certificate (concurrent credit permitted).
- Must have **100 hours CME/CPD** credits in one's own specialty from any accredited training program (subject to audit by ABIME).
- Successfully pass an AMA Guides Case Studies Based Open Book Exam.
- Pay **\$300** MCIME recertification Fee.

AMERICAN BOARD OF INDEPENDENT MEDICAL EXAMINERS
EXAM APPLICATION FORM ~Please Complete & Sign All Pages of Application

The American Board of Independent Medical Examiners (ABIME) requests careful and thorough completion of this application form. Incomplete applications or errors will result in delay and possible disqualification. **Applications MUST BE COMPLETED LEGIBLY and mailed or faxed to 304-733-5243.** Completed application, supporting documentation as outlined below & payment of exam fee must arrive in the ABIME office before exam results can be released to the candidate.

Documentation required with the Application

Your file must be complete in order to receive exam results. The following documents are required to complete your file:

1. Photocopy of medical degree or relevant diploma and current, and unrestricted medical license(s)/practitioner registration for the state/province/territory in which you practice and, if applicable, proof of ABMS Board Certification or other specialty certification.
2. Photocopy of a certificate of completion from an ABIME approved impairment and disability training program with at least 15 hours of continuing medical education. (After attending the ABIME training program you will receive a certificate of attendance and are then eligible to sit for the ABIME Certification Exam. Both training and exam can be done at the same ABIME training program.)
3. Two passport size photos (mailed to us) & Current Curriculum Vitae.

Last Name: _____ First Name: _____ Middle Initial: _____

Medical School: _____ City/State: _____

Graduation Date (M/Y): ____/____/____ Degree(s) (please circle): MD ó DO ó MB ó DC ó Other: _____

Professional License Issuing State, Territory or Province: _____ Lic. #: _____ Exp. Date: _____

Specialties: _____

Company (if applicable): _____

Address: _____

City: _____ State/Province: _____ Postal Code: _____ Country: _____

Phone: (____) _____ Fax: (____) _____ E-Mail Address: _____

Please print your name, including credentials, as you would like it to appear on your certificate:

U.S. Social Security Number/Canadian Insurance Number (if applicable): ____ - ____ - ____

Please check the box and initial if you do not want to include the above information in ABIME's Public Directory ☐ _____

Please check the AMA Guides Exam Version that you wish to take: ☐ **4th Ed.** ☐ **5th Ed.** ☐ **6th Ed.**

(You may sit for more than one Exam version by checking more than one box above, however each exam version would be at the cost of US\$ 995 each)

Please indicate the date and location of the exam for which you are applying:

Examination Date: _____ City/State: _____

Exam Fee - \$995 US per exam version: Number of Exams ____ X US\$ 995 = _____

☐ **Payment by Check:** Please make payable to **ABIME**

☐ **Payment by Credit Card:** ☐ Visa ☐ MasterCard ☐ Amex ☐ Discover

Card Number: _____ Expiration Date: ____/____/____ Verification Code: _____

Signature: _____ Date: _____

EXAM REFUND POLICY: (Please read carefully as registering for ABIME Exam constitutes your acknowledgement and acceptance of the following)

*Please take notice that for the ABIME exam the fee is **non-refundable** after it is paid and can only be transferred for a \$100.00 fee to another exam location within the same calendar year. NO Substitutions are permitted. NO Exceptions Allowed. ABIME and its affiliates reserve the right to cancel or modify any activity for any reason with maximum liability of refund only of educational fees paid. ABIME and its affiliates hereby expressly disclaim any liability for damages incidental to or resulting from any cancellation or modification of any event. The laws of the state of West Virginia shall govern any disputes arising out of this agreement and venue shall lie exclusively in Cabell County, WV.*

ABIME Examinee Agreement:

In making this application for American Board of Independent Medical examiners (ABIME) certification exam and in consideration of its review and/or acceptance by the ABIME, I hereby agree to accept and be bound by all the terms and conditions governing ABIME exam and certification process including but not limited to any and all of CIME™, CICE™, MCIME™, or MCICE™ designation rules (should I pass the exam and or receive the designation of CIME™, CICE™, MCIME™, or MCICE™ from ABIME), as well as ABIME Code of Professional Responsibility and with established examination administrative procedures and policies including the refund policy of ABIME as well as the Exam Agreement and General Instructions (all of which are available at www.abime.org), as they now exist and as they may be amended from time to time in the future.

In further consideration of acceptance of my exam application by ABIME for CIME™, CICE™, MCIME™, or MCICE™ designation, I hereby further agree to the following:

1. To indemnify and hold harmless the ABIME and each of its members of board of directors, trustees, officers, agents, employees and examiners, individually and collectively, from and against any claim or liability arising out of any act or omission related to or arising out of (a) the processing of this application, (b) the examination or the grading of it, or (c) the granting or failure to grant certification, recertification or CIME™, CICE™, MCIME™, or MCICE™ designation;
2. That I will not receive and am not entitled to review my exam book or answer sheet once I have submitted them to ABIME after the exam. Nor would I demand or cause to demand on my behalf to receive or review my exam book or answer sheet or my exam grade or a copy of the exam report or related documents or to know of its contents, and I further understand that the contents of my exam report are confidential. I also agree that I would receive my exam result only in pass or fail grade and that the ABIME is the final arbiter of my exam results and its decision regarding my exam result shall be final and binding on me;
3. That any certificate of CIME™, CICE™, MCIME™, or MCICE™ designation or any diplomat designation issued to me shall be and shall remain the property of the ABIME and that I shall promptly return the certificate to the ABIME in the event my designation as a CIME™, CICE™, MCIME™, or MCICE™ is terminated, either voluntarily or by action of ABIME or when it expires as stated on the certificate and ABIME shall charge a diploma production & shipping **fee of \$200** that may be discounted by 50% if I become ABIME Board of Registry (BOR) Member;
4. That the CIME™, CICE™, MCIME™, or MCICE™ designation or **any ABIME granted diplomat designation is not for life** and is therefore time limited and I hereby pledge to continue re-certification of the CIME™, CICE™ or MCIME™ designation as prescribed by ABIME every **five years**; If I fail to do so, I promise to refrain from using, displaying or advertising or cause others to advertise in any media the CIME™, CICE™, MCIME™, or MCICE™ designation with my name. I further agree that after expiry of my CIME™, CICE™, MCIME™, or MCICE™ designation and without recertification; my continuing use of the CIME™, CICE™, MCIME™, or MCICE™ designation or any ABIME diplomat designation shall constitute professional dishonesty and a breach of ABIME code of conduct;
5. That I am obligated to inform the ABIME immediately of any change in my professional status as described in this application occurring after its submission including but not limited to any action against my professional registration and or license by any jurisdiction, organization, institution or any professional organization, and I understand that my failure to so inform ABIME is grounds for my disqualification as a candidate for examination or as a CIME™, CICE™, MCIME™, or MCICE™ designation or any ABIME granted diplomat designation, if I am recertified;
6. That my name, along with names of all doctors certified with CIME™, CICE™, MCIME™, or MCICE™ designation or any ABIME granted diplomat designation of the American Board of Independent Medical examiners will be published in ABIME's *Board of Registry International Directory of Certified Specialists*, provided that I continue to pay the annual dues of ABIME Board of Registry and be in good standing with ABIME; such information will be posted on the ABIME website (www.theABIME.org). I understand that this information is available to the public;
7. This application for ABIME exam and in consideration thereof, the resulting agreement entered into as above between myself and ABIME shall be governed by and construed in accordance with the laws of the State of West Virginia, regardless of the law that might otherwise govern under applicable principles of conflicts of laws thereof. The parties further agree that any suit, action or proceeding arising out of, or with respect to, this agreement, or any judgment entered by any court in respect thereof shall be brought in the courts of the State of West Virginia and venue shall lie exclusively in Cabell County, West Virginia.
8. I warrant that each of the statements made in support of this application are true, correct & I enter into this agreement voluntarily.
9. I acknowledge that my personal information will be accessed, used and otherwise processed in accordance with the ABIME's Data User Privacy Policy and the ACIME's Privacy Policy.

I hereby authorize ABIME to request information from organizations referred to in this application, and to verify academic and/or clinical training and licensure deemed necessary to make a determination of my eligibility.

Applicant's Signature: _____ **Date:** _____

Print Your Name: _____

Approval of Exam Application by ABIME: Signature: _____ **Date:** _____

ABIME Code of Professional Responsibility:

Each doctor certified by the American Board of Independent Medical Examiners (ABIME) has agreed to comply with the following Code of Professional Responsibility:

Physicians should:

1. Be honest in all relevant communications;
2. Respect the rights of the examinees and treat them with dignity and respect;
3. At the medical examination:
 - a. Introduce himself/herself to the examinee as the examining physician;
 - b. Advise the examinee they are seeing him/her for an independent medical examination, and the information provided will be used in the assessment and presented in a report;
 - c. Provide the examinee with the name of the party requesting the examination, if requested;
 - d. Advise the examinee that no treating physician-patient relationship will be established;
 - e. Explain the examination procedure;
 - f. Provide adequate draping and privacy if the examinee needs to remove clothing for the examination;
 - g. Refrain from derogatory comments; and
 - h. Close the examination by telling the examinee that the examination is over and ask if there is further information the examinee would like to add.
4. Reach conclusions that are based on facts and sound medical knowledge and for which the examiner has adequate qualifications to address;
5. Be prepared to address conflict in a professional and constructive manner;
6. Never accept a fee for services which are dependent upon writing a report favorable to the referral service;
7. Maintain confidentiality consistent with the applicable legal jurisdiction.

After completing all pages of this application, include payment and mail or fax or email, along with a copy of your Current and Unrestricted Medical License or Registration and Current Curriculum Vitae and other required documents to:

ABIME at 6470-A Merritts Creek Road, Huntington, WV 25702
Call (304) 733-0095 or (304) 733-0096; Fax (304) 733-5243;
Email us at info@abime.org OR Visit our website at www.abime.org

ABIME National Directory Survey

Survey answers are used for the ABIME National Directory Listing of each physician.

1. Number of Years of Residency or Post-Doctoral Training: _____
2. Number of Years of Medical Practice: _____
(Minimum 5 years of practice required; however, if ABMS Board Certified or Member of a Specialty College or Holder of a Specialty Certificate from an accredited institute, this requirement may be waived.)
3. Years Experience in Performing Impairment and Disability Evaluations: _____
4. Approximate Number of IME/Disability Examinations You Have Performed: _____
5. Number of Times Testified in Court or via Deposition: _____
6. Additional Degrees in Health-Related Fields (for example: M.P.H., PhD., JD, Or Other):

7. Other Training in Impairment and Disability Evaluation:

8. Total Hours of AMA Category 1 CME Training on impairment & disability evaluation completed within the past three years: _____
9. ABMS Board Certifications (proof must be submitted in order to list as Board Certified in the Directory): _____
10. Memberships in Specialty Organizations:

11. Your Office Manager/Office Contact:
Name: _____ Phone: _____
E-mail: _____ Fax: _____

I Hereby Authorize ABIME To Request Information From Organizations Referred To In This Application, And To Verify Academic And/Or Clinical Training And Licensure Deemed Necessary. I further authorize and hereby consent to publication of my information at ABIME's discretion.

Signature: _____ **Date:** _____

ABIME at 6470-A Merritts Creek Road, Huntington, WV 25702
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Email us at info@abime.org OR Visit our website at www.abime.org