

ABFCS
US - CANADA/INTERNATIONAL CANDIDATE
APPLICATION CHECKLIST 2024

Applicant Name: _____ Route to Certification via _____

Phone: _____ E-Mail: _____

General Requirements

- ☐ Signed Application
- ☐ Applicant Photo (Two Passport Type Photographs)
- ☐ Copy of current M.D., D.O., D.D.S, or D.M.D. License (International Applicant must provide documentation of International Equivalent)
- ☐ Proof of Valid ACLS at time of Application (Copy of Valid Card required if Available in Your Country of Practice – May not apply to International Applicant)
- ☐ Affidavit Regarding the Numbers of Years in Practice (US – Canada Applicant and International Applicant)
- ☐ Affidavit Regarding Clear and Unrestricted Licensure (US - Canada Applicant - Does not apply to applicant with a MD)
- ☐ Initial Board Certification by an approved board (Please Provide Affidavit if Unavailable in Your Country of Practice)
- ☐ Verification of Hospital Operating Room Privileges _____ OR, Approved Accredited Facility (See Credentialing Requirements) OR Note, if all procedures under local anesthesia or oral sedation only (Requires Special Review)
- ☐ Letters of Reference (4 Required)
 - ☐ Chairperson of Residency OR Dept. Chief of Current Hospital Facility
 - ☐ ABFCS Diplomate
 - ☐ Director of Cosmetic Surgery Fellowship (mandatory if applicable)
 - ☐ (1 or 2) Practicing Physician
- ☐ AMA, AOA, or FCVS Physician Profile Ordered by Applicant
- ☐ Copy of Core Certification from ABMS/AOA/RCPSC/ABOMS or equivalent International Training Certification
- ☐ Copy of Curriculum Vitae
- ☐ Non-Refundable Application Fee \$500.00 payable upon submission of application - Payment by check:
 - ☐ (Check No.) _____ ☐ or Credit Card: _____
- ☐ Non- Refundable Petition for Equivalency Fee/Non – AACCS Tier 2 (\$450.00) _____
 - ☐ (Check No.) _____ ☐ or Credit Card: _____
- ☐ Examination Fee – Payment by Check: ☐ (Check No.) _____ or Credit Card: ☐ _____
 - ☐ Written Only (\$1,500.00) _____ ☐ Oral Only (\$1,500.00) _____
 - ☐ Written and Oral (\$3,000.00) _____ ☐ Prometric Written Fee Exam (\$143.00) _____

Note: Examination fees are payable upon approval of application and certificate fees are payable upon successful completion of examination process.

Routes to Certification

☐ Choose One of the Following Routes to Certification:

- ☐ Experience (US – Canada/International Applicant) ☐ AACS Certified Fellowship (US – Canada Applicant)
- ☐ Non - AACS Certified Fellowship Route (US – Canada Applicant)

AACS Certified Fellowship Route

- ☐ Verification of Satisfactory Completion of Facial (or Approved General) Cosmetic Fellowship from AACS
- ☐ Case log from Fellowship verifying completion of a minimum of 125 Facial Cosmetic Procedures. Indicate Number of Years () and type of Fellowship (Facial or Approved General) _____
- ☐ If Fellowship case log showing applicant as surgeon, assistant surgeon or co-surgeon is less than 125 Major Facial procedures were documented then the applicant must document an additional 50 major Facial Cosmetic Surgery procedures as primary surgeon/post fellowship
- ☐ Proof of a minimum of 100 Category 1 CME credits in Facial Cosmetic Surgery (Required only if Fellowship Program was completed more than 3 years prior to the date of the application (see Credentialing Requirements)

Non – AACS Certified Fellowship Route (Two Tier Process)

Tier One

- ☐ \$450.00 Non-Refundable Petition for Equivalency Fee in addition to \$500.00 Application Fee
- ☐ Recommendation letter from Fellowship Director attesting to dates and training in Facial Cosmetic Surgery or certification of the non AACS Fellowship; & Documented Surgical Log
- ☐ Surgical Operative Logs during fellowship training. Facial Cosmetic training must meet minimal guidelines set forth in AACS GUIDELINES FOR CLINICAL FELLOWSHIP TRAINING IN FACIAL COSMETIC SURGERY

Non – AACS Certified Fellowship Route Tier Two (Assuming Tier One Approved)

- ☐ 50 Operative Reports of Major Facial Cosmetic Surgery cases with publication quality before and after photographs. Photographs must be numbered and correlate with the Operative Reports.
- ☐ Proof of a minimum of 100 Category 1 CME credits in Facial Cosmetic Surgery (Required only if Fellowship Program was completed more than 3 years prior to the date of the application (see Credentialing Requirements)

Experience Route

- ☐ Proof of a minimum of 100 Category 1 CME credits in Cosmetic Surgery (see Surgical Log Guidelines)
- ☐ Case Log Documenting a minimum of 200 Major Facial Cosmetic Procedures (see Surgical Log Guidelines)
- ☐ Typed Operative Reports documenting 100 Major Facial Cosmetic Surgery procedures, 50 of said procedures to include before and after photographs (**Photocopies are NOT ACCEPTABLE**) performed over the 3 year period prior to the date of the examination application. Photographs must be numbered and correlate with the Operative Reports. The procedures submitted must come from the 200 procedures described in III (A)(3). (See Surgical Log Guidelines)