



**MROCC Certification
is valid for Six Years**

MRO RECERTIFICATION APPLICATION Online or Onsite Examination

MROCC recertification may be obtained either onsite or online. The onsite version is a traditional proctored (closed-book) exam with a three-hour time limit; the online version is open-book without a time limit. Both are approved for Recertification of MRO credentials.

COMPLETING THE APPLICATION

1. Medical Review Officer Certification Council (MROCC) examinations are offered online, or onsite following MRO courses sponsored by ACOEM and ASAM. The MROCC web site has the complete schedule.
2. The completed application, supporting documentation and full payment of examination fee must be in the MROCC Office 14 days prior to examination date. If the application is submitted after this date you must include a \$25.00 late fee in addition to the examination fee.

REQUIREMENTS FOR RECERTIFICATION

1. Prior MRO Certification through MROCC or AAMRO.
2. Current medical licensure (M.D. or D.O.) to practice in the locale in which you reside.
3. Evidence of completion, during the 36 months preceding the certification examination, of a minimum of 12 category 1 CME credit hours of approved MRO training covering the examination content areas. This CME may be obtained from onsite courses, or from CME obtained through online MRO training, MRO journal reading and/or other MRO distance learning tools offering category 1 CME credit. See Below*

DOCUMENTATION TO BE SUBMITTED WITH THE RECERTIFICATION APPLICATION

1. Photocopy of current medical license(s)
2. Photocopy of a certificate of completion from an approved MRO training course or CME activity if the training is not being taken immediately preceding the MROCC examination.
3. Application/Examination fee payment of \$395 (or \$495 for Online Exam) MROCC's Tax I.D.is 36-3829342
If this application is being submitted after the onsite registration deadline date, include an additional \$25.00 late processing fee.

Note: A government-issued form of identification (driver's license, passport, etc) must be presented at the exam site to enter the testing room (for onsite exams).

EXAMINATION FEE FOR RECERTIFICATION AND CANCELLATION POLICY

The cost of the examination is \$395.00 (or \$495.00 for Online Exam). This includes a non-refundable application fee of \$100.00. There is a \$30.00 charge for bank returned checks/credit card chargebacks. Payment must be made in U.S. dollars. If paying by check or money order make payable to: Medical Review Officer Certification Council. Cancellations must be made in writing and received in the MROCC office no later than 14 days prior to the examination in order to receive a refund or not incur a transfer fee of \$100.00. If applying for an onsite examination immediately following an onsite training course and the application is being submitted within 14 days of the exam, you must include the \$25.00 late processing fee.

SEND COMPLETED RECERTIFICATION APPLICATION, DOCUMENTATION AND FEE TO:

MROCC Recertification, 836 Arlington Heights Rd., Suite 327, Elk Grove Village, IL 60007. Contact MROCC immediately at (847) 631-0599 or mrocc@mrocc.org with any questions regarding this application form. MROCC is a separate entity, distinct from any MRO Training Course Sponsor. Registration for training courses requires a separate form and application to the sponsoring organization. Questions concerning MRO training courses and course materials should be directed to the course sponsors, ACOEM (847) 818-1800 or ASAM (301) 656-3920.

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If you plan to claim the 16 CME credit hours for this activity you must download and complete the CME Activity form available from the MROCC web site at www.mrocc.org/MROA_CME_ACTIVITY.pdf

III. ELIGIBILITY REQUIREMENTS (continued)

MRO Training: Completion of MRO Training (at least 12 Category 1 CME credit hours) is Required

- Sponsor of MRO Training: ACOEM ASAM MROCC (distance learning) Other _____
- Will the Course be Taken Immediately Preceding the Examination? Yes No
- Enter the Exact Dates of Training Course (MM/DD/YY): From To

Attach a Copy of the Certificate/statement of Completion if training is not taken immediately preceding the examination.

IV. PAYMENT METHODS – Check or Credit Card

The cost of the certification examination is \$395 (\$495 for Online Exam) Include \$25 late fee if submitting after deadline date (for onsite exams) You may fax this application if paying by credit card. You must include all registration documentation.

Credit Card: VISA MASTERCARD DISCOVER AMEX

Credit Card Number

Expiration Month/Year

Security Code - 3 digit code on back of card following account number or
4 digit code on front of card if using American Express:

If the billing name or address is different from what you provided in the General Information sections, indicate it here:

If paying by check or money order, please indicate check number:

and amount:

V. RELEASE STATEMENT (must be read, signed and returned with application)

In connection with this application, I enclose herewith the examination fee. I agree that no fee shall be refundable after the 14-day period prior to the examination unless circumstances approved by the MROCC Board preclude attending the examination. I have read and understand MROCC's policies concerning **application, retesting, refunding of fees and certification revocation**. I agree (i) to indemnify and hold harmless each and all of the members, trustees, officers, examiners and agents from and against any liability whatsoever in respect to any act or omission in connection with this application, such examination, the grades given upon such examination, and/or granting or issuance of or failure to grant or issue a certificate; and (ii) that any certificate which may be granted and issued shall be and remain the property of the Medical Review Officer Certification Council. As a candidate for certification, I am under the obligation to inform the Medical Review Officer Certification Council of any changes in material eligibility status subsequent to the submission of this application and during the period of time for which the certificate is valid.

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

I have read and understand the contents of this application and warrant that each of the statements made in support of this application is true and correct.

Signature

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Date

Signature

—

Date

VI. DESIGNATE YOURSELF AS A CERTIFIED MRO SEEKING CLIENTS

MROCC's online directory offers government agencies, clinics, companies, and those in need of MRO services an opportunity to locate certified medical review officers. And, while the directory lists all MROCC-certified physicians, if you wish to be specifically designated as a certified MRO seeking potential clients, please check the box at the right:

If you plan to claim the 16 CME credit hours for this activity you must download and complete the CME Activity form available from the MROCC web site at www.mrocc.org/MROA_CME_ACTIVITY.pdf

ONLINE RECERTIFICATION SPECIAL INSTRUCTIONS AND INFORMATION

If you plan to take the recertification examination online, please complete this page and include as part of your recertification application form. This attestation must be read, signed and returned for your recertification application to be processed.

The MROCC online recertification examination is conveniently web-based, accessible from any computer running Windows with a high-speed Internet connection and Internet Explorer 5.0 or higher. **A telephone dial-up connection is not recommended.** This 100-item examination, exclusively offered to those physicians re-certifying their MRO credentials, is designed as a self-evaluation tool to help measure the experienced MRO's knowledge base, and offers a learning experience that assures the MRO is confident and current in the performance and practice of MRO duties.

You may log and off for 30 days, until you are ready to submit answers. An immediate Pass or Fail determination is given upon completion. Two retests may be taken for \$100 reprocessing fee per retest. After a third failure, you will be required to pay the full amount (\$495 for online or \$395 for onsite) for a fourth opportunity.

<p>A. Confidentiality Non-Disclosure Agreement -</p> <p>In consideration of my application, I agree to the following statements:</p> <ol style="list-style-type: none">1. MROCC's recertification examination contains privileged proprietary information. Therefore, I will take reasonable steps to maintain the security of the information contained therein.2. I will not copy, disclose or disseminate any information, test item or answer of whatever kind, from the examination.3. I attest that I will personally take this examination without the assistance of other individuals.4. MROCC cheating and revocation policies may be viewed at www.mrocc.org/cheating.htm	<p>B. Optional CME Activity -</p> <p>If you plan to claim 16 CME credit hours for this activity you must:</p> <ol style="list-style-type: none">1. Read or have read <i>The Medical Review Officer Team Manual: MROCC's Guide For MROs and MRO Assistants</i> available from OEM Press (800) 533-8046/www.oempress.com.2. Complete and submit the CME activity form along with the \$35 CME processing fee. The activity form may be found at www.mrocc.org/MROA_CME_ACTIVITY.pdf3. Upon passing, the CME certificate will be emailed directly from University Services; MROCC will mail verification of certification. <p>From Your First Log On You Have 30 Days to Complete and Submit Your Answers.</p>
<p>I have read and agree to the above statements</p> <hr/> <p>Signature _____ Today's Date _____</p>	

After Submitting This Application -

Upon receipt of your application and \$495.00 payment, MROCC will process and confirm your application. You will receive a unique code via email to enter online to access the recertification examination. The exam is "open-book" and is not timed. Upon "submitting" the exam, and immediate Pass or Fail score is given along with a graph showing strengths and weaknesses by exam content area. Those who fail are given two additional opportunities to retest at no additional charge.

Online and Onsite Recertification Retest Policy (after failure of examination) -

Those who have failed the recertification exam are permitted two retest opportunities within a 12-month period for a \$100 reprocessing fee per retest. Upon failure of a 3rd examination, a candidate must submit a new application and full payment for a 4th exam opportunity, along with evidence of completion of additional training as described under the Recertification Eligibility heading in the MROCC General Information booklet.

Questions -If you have any questions regarding your application, please contact MROCC at 836 Arlington Heights Rd, Suite 327, Elk Grove Village, Illinois 60007 or email: mrocc@mrocc.org.

An email from regonline@mrocc.org will be sent to you once your application has been processed. This will give you detailed instructions and log in information for accessing the online examination. We suggest you add mrocc.org to your email safe list to prevent it from being "filtered out" by any spam software.

MROCC strongly suggests you make a copy of this entire application for your records.



NOW IT'S EVEN EASIER TO OBTAIN MROCC DOCUMENTS, FORMS and CME OPPORTUNITIES (www.mrocc.org)

MRO INITIAL OR RECERTIFICATION EXAMS FOR PHYSICIANS

- **Register securely and quickly online for any exam using your credit card or Download an application form for submission via fax or mail**
⇒ (<http://www.mrocc.org/gotoorderform.htm>)
- **Download the Examination Bibliography, Sample Test Items, MRO Competencies and other examination preparation materials**
⇒ (<http://www.mrocc.org/examprep.htm>)
- **Download the latest schedule of onsite (closed-book) examinations**
⇒ (<http://www.mrocc.org/2009.htm>)
- **View Information on MROCC's New Online Recertification exam – take up to 30 days to submit your answers; log on and off at-will; obtain immediate Pass-Fail determination; get detailed results showing weaknesses and strengths in the five MRO Competency areas**
⇒ (<http://www.mrocc.org/recertificationathome.htm>)

CME ACTIVITIES THAT FULFILL DOT & MROCC RECERTIFICATION REQUIREMENTS

MROCC offers CME activities for up to 4, 12 and 16 Category 1 CME credit hours. These credit hours fulfill DOT requirements for updating every three years. Our 16 CME credit activity includes the Recertification Examination!

- **View all our CME Activities and choose the best one for your needs**
⇒ (http://www.mrocc.org/mro_team_cme.htm)
- **Purchase and download MROCC's *MRO Series***
⇒ (http://www.mrocc.org/monograph_collections.htm)
- **Order *The Medical Review Officer's Manual: MROCC's Guide to Drug Testing*, 3rd edition**
⇒ (<http://www.oempress.com/product/264/15>)
- **Order *The Medical Review Officer Team Manual: MROCC's Guide for MROs and MRO Assistants***
⇒ (<http://www.oempress.com/product/354/s>)

MRO ASSISTANT CERTIFICATION EXAM FOR NON-PHYSICIANS

Well-qualified MRO Assistants now have an opportunity to demonstrate and objectively verify their knowledge and understanding of federal and non-federal drug testing practices and procedures. MROCC's MRO ASSISTANT (MRO-A) Certification Program offers well-trained or well-experienced Assistants an online examination based on the MRO ASSISTANT COMPETENCIES document that sets the standard for the role and function of the MRO Assistant.

Download the MRO Assistant Competencies Document at

⇒ (<http://www.mrocc.org/x12MROAC.pdf>)

View the details of the MRO Assistant training and certification program at

⇒ (<http://www.mrocc.org/mroassistantprogram.htm>)