

MROCC MRO Manual Self-Study CME Activity *(maximum 25 hours)*

This activity is based on the Medical Review Officer's Manual: MROCC's Guide To Drug Testing, 6th ed. This activity fulfills the retraining requirements of both the Department of Transportation (DOT) and the Substance Abuse and Mental Health Services Administration (HHS/ SAMHSA) as well as the recertification requirements of the Medical Review Officer Certification Council (MROCC). This CME activity is intended for physicians with an interest and/or responsibility in providing or monitoring workplace alcohol and drug testing programs. This self-study activity can be completed from the convenience of home with no need to travel to a training course or an examination site! It is the most cost-effective and convenient way to complete the recertification process. It also serves as a great review for those who do not need to recertify, but are looking for CME specific to the Medical Review Officer (MRO). Release date for this activity is January 1, 2025 and expires on January 1, 2026.

TARGET AUDIENCE

This activity has been designed to meet the educational needs of recertifying MROs within federally-regulated (DOT 49 CFR Part 40) and non-regulated drug testing programs.

STATEMENT OF NEED

Physicians in many specialties conduct drug and alcohol tests for business, industry, government agencies, and schools in addition to the clinical evaluation of their patients. The need for trained MROs who can understand and evaluate laboratory toxicology results extends to all areas of medical practice and the millions of Americans subject to workplace drug testing. Multiple Executive Orders and acts of Congress affect all federal agencies, DOT covered employers, and physicians involved in workplace drug testing, addiction medicine and pain treatment. Mandatory alcohol and drug testing is required of all intrastate truckers, commercial driver's license holders, and other transportation workers. In joint government agreements, the United States, Canada, and Mexico also monitor truckers crossing international borders. In addition to the federal requirements, more than 60 percent of large private employers require drug and alcohol testing. Nationally accepted standards of care require drug testing of patients for the diagnosis of substance use disorders and chronic pain issues as well as treatment and monitoring of those disorders.

In order to help ensure the highest level of competence, both HHS and DOT require that all MROs who evaluate federally-mandated drug test results complete an initial training course and get certified through a written examination. Since the federal drug testing program is considered the gold standard in the industry, most non-federal drug testing entities also require this training and certification. MROs are also required to be retrained and recertified every five years. The CME credits from this activity fulfill DOT and SAMHSA MRO retraining requirements as well as MROCC recertification requirements.

This educational activity will provide the latest information related to the drug testing procedures issued by the DOT and SAMHSA.

GENERAL EDUCATIONAL OBJECTIVES

Upon completion of this educational activity, learners should be able to:

1. Implement procedures in interpretation of laboratory toxicology results including positive specimens, invalid specimens substituted and adulterated specimen, and dilute results.
2. Discuss those results with the donors of those specimens, answer questions and make recommendations to employers, monitors and caregivers.
3. Describe to the employers and workers the return-to-duty process after a violation in testing program.
4. Differentiate between the advantages and disadvantages of alternative specimens that are frequently used for drug and alcohol testing.
5. Demonstrate to the employers, treatment and monitoring programs the process of developing effective testing programs and comply with relevant federal and state requirements.

ACCREDITATION/CREDIT

The AAFP has reviewed MROCC MRO Manual Self-Study CME Activity and deemed it acceptable for up to 25.00 Enduring Materials, Self-Study AAFP Prescribed credits. Term of Approval is from 01/01/2025 to 01/01/2026. Physicians should claim only the credit commensurate with the extent of their participation in the activity. AAFP Prescribed credit is accepted by the American Medical Association as equivalent to AMA PRA Category 1 credit(s)[™] toward the AMA Physician's Recognition Award. When applying for the AMA PRA, Prescribed credit earned must be reported as Prescribed, not as Category 1.

DISCLOSURE/CONFLICT OF INTEREST STATEMENT

Faculty and all others who have the ability to control the content of continuing medical education activities sponsored by MROCC are expected to disclose to the audience whether they do or do not have any real or apparent conflict of interest or other relationships related to the content of their presentation(s).

Dr. Swotinsky does not plan to present any unapproved or investigative uses of commercial products or devices, and has no actual or potential conflict of interest in relation to this program.

The planning committee/faculty has no real or apparent conflict of interest(s) or other relationships related to the content of this activity.

There has been no commercial support awarded for this activity.

PRINCIPLE FACULTY

Robert Swotinsky, MD is an occupational medicine physician in a consulting practice in Metro West, Massachusetts, and assistant professor at the University of Massachusetts. He is board certified in Occupational Medicine, is a practicing certified medical review officer (MRO), FMCSA-certified medical examiner, DEA-approved buprenorphine prescriber, and Substance Abuse Professional (SAP). He is also the founding editor of the MRO Update newsletter, a coauthor of the MROCC MRO certification examination, and taught national courses for MROs. He has been a member of federal advisory committees for workplace drug testing and Department of Transportation (DOT) physical examinations. Dr. Swotinsky graduated with chemical engineering and biology degrees from MIT, MD degree from Vanderbilt University, School of Medicine, and Masters in Public Health from the University of California, Los Angeles.

METHOD AND MEANS

This Self-Study CME activity can be completed from the convenience of your own home with no need to travel to a training course or an examination site! It is the most cost-effective and convenient way to complete the recertification process. It also serves as a great review for those who do not need to recertify, but are looking for CME specific to the MRO. See below for instructions on how to complete the activity.

To complete the activity, learners must:

1. Obtain and read the Medical Review Officer's Manual: MROCC's Guide to Drug Testing, 6th ed
2. Read DOT 49 CFR Part 40: Procedures for Transportation Workplace Drug and Alcohol Testing Programs
3. Register for the exam/CME and pay the appropriate fee. As part of the registration, learners complete a CME Activity Evaluation. Submission of this evaluation demonstrates the learner has read the MROCC MRO Manual and MRO Regulations.
4. Complete the online recertification examination for those recertifying as MROs. A self-assessment quiz is required for those not seeking recertification.
5. CME is awarded upon successful completion of the recertification examination or self-assessment quiz. CME certificates are available on the MROCC website following completion of the full activity. A notification email will be sent as soon as the certificate is available online. Upon receipt of the email, learners can log into their MROCC account at <https://www.mrocc.org/login.cfm> to retrieve their certificate.

PAYMENT AND FEES

\$695 25 Hours of CME and Recertification Exam (\$170 CME/\$525 Online Recertification Exam)

OR

\$170 15 Hours of CME and Self-Assessment Activity (this does not include the recertification exam).

Once the payment has been received and processed, you will receive a confirmation email from MROCC with instructions on how to proceed. If the email has not been received within 48 hours of payment, please contact the office by email (mrocc@mrocc.org) or phone 847-631-0599.

MROCC MRO Manual

Self-Study CME Activity

(maximum 25 hours)

ACTIVITY SELECTION AND PAYMENT INFORMATION

Applications should be emailed (mrocc@mrocc.org) or securely faxed to 847-483-1282. (If paying by check, make payable to Medical Review Officer Certification Council and mail to MROCC, 3231 S HALSTED St, Ste Front #167, CHICAGO, IL 60608.)

PLEASE INDICATE YOUR CHOICE OF CME ACTIVITIES (CHOOSE ONE):

\$695 CME Activity with Online Recertification Examination (Maximum 25 Hours CME; \$525 exam, \$170 CME). Complete pgs 3-6.

\$170 CME Activity with Self-Assessment Only (Maximum 15 Hours CME). Complete pgs 3-5.

| | | | | | | | |
|--|-------|-----|----------------|------|------------|----------|------|
| Name on Card: | | | Phone Number: | | | | |
| Billing Address: | | | Card Type: | Visa | Mastercard | Discover | AMEX |
| | | | Card Number: | | | | |
| City | State | Zip | Security Code: | | Exp Date: | | |
| (3 digit code on back of card/4 digit code on front of AMEX) | | | | | | | |

NOTE: There are no refunds for the online examination once registered. Please read the policy in full at the end of this document.

General Information

| | | |
|--|-------------|---|
| Last Name: | First Name: | Middle Initial: |
| Full Name and Degree as it should appear in the MROCC Directory: | | Date of Birth (MM/DD/YY): |
| | | Previous Certification: MROCC AAMRO |

Address for correspondence with MROCC

| | | | |
|----------------------------|-----------------|-------------------|--|
| Company Name (if applies): | | Street or PO Box: | |
| Suite/Floor/Department: | | City: | |
| State: | Zip Code: | Country: | |
| Phone: | Fax: | Email Address: | |
| Last 4 digits of SSN: | Medical School: | Graduation Year: | |

SEEKING CLIENTS: MROCC's online directory of certified MROs allows government agencies, clinics, companies, and those in need of MRO services to locate certified MROs or verify certification. Do you wish to be specifically designated as seeking MRO clients on our website?

YES
NO

Current Medical License

Information on your current Medical Licensure should be included below. All applicants for certification must hold a valid and unexpired medical license (MD or DO) to practice within the U.S., its territories, a province of Canada, or a country in which the physician resides and practices. If any license is limited, suspended, or revoked, the applicant must notify MROCC in writing upon submission of their application. All adverse actions resulting in limitations, suspension, or revocation will be reviewed by MROCC on an individual basis. No approval of an application will be granted until the review has been completed. (<https://www.mrocc.org/licensure.pdf>)

| | |
|--------|---------|
| State: | Number: |
| State: | Number: |
| State: | Number: |

CME Activity Evaluation Form

Name: _____ Date Completed: _____

Title of Activity: **MROCC MRO Manual Self-Study CME Activity**

Author: **Robert Swotinsky, MD**

Dr. Swotinsky completed and signed a disclosure form. Was this disclosure provided in the program material?

☐ Yes

☐ No

Please rate your knowledge level of the topics presented

| Knowledge Level | None | Some | High | Very High |
|-----------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Before Program | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| After Program | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Were the following educational objectives met?

| <i>Upon completion of this program, the participant should be able to:</i> | Yes | No |
|---|--------------------------|--------------------------|
| Implement procedures in interpretation of laboratory toxicology results including positive specimens, invalid specimens substituted and adulterated specimen, and dilute results. | <input type="checkbox"/> | <input type="checkbox"/> |
| Discuss those results with the donors of those specimens, answer questions and make recommendations to employers, monitors and caregivers. | <input type="checkbox"/> | <input type="checkbox"/> |
| Describe to the employers and workers the return-to-duty process after a violation in testing program. | <input type="checkbox"/> | <input type="checkbox"/> |
| Differentiate between the advantages and disadvantages of alternative specimens that are frequently used for drug and alcohol testing. | <input type="checkbox"/> | <input type="checkbox"/> |
| Demonstrate to the employers, treatment and monitoring programs the process of developing effective testing programs and comply with relevant federal and state requirements. | <input type="checkbox"/> | <input type="checkbox"/> |

What knowledge, competency, or skill was learned from this activity?

How likely is it that you will implement the knowledge, competency, or skill learned from this activity in your practice?

Do you intend to make a MRO practice change as a result of this program?

☐ Yes

☐ No

If so, what changes do you intend to make?

Please rate the activity: (5=Excellent, 1=Poor)

| | 5 | 4 | 3 | 2 | 1 |
|--|---|---|---|---|---|
| Timely, up-to-date content | | | | | |
| Provided appropriate details; was neither superficial nor overly focused | | | | | |
| Presented content that was appropriate for my level of knowledge | | | | | |

Did you perceive any commercial bias?

☐ Yes

☐ No

List any topics you would like presented in the future:

Thank you for completing this evaluation form. Your certificate will be sent upon completion of the full activity.

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AMA/AAFP Equivalency

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I certify my actual hours spent to complete this activity to be _____ hours and _____ minutes.

Signature required for CME credit

Date

RECERTIFICATION EXAMINATION REGISTRATION

ONLY COMPLETE THIS PAGE IF YOU ARE TAKING THE RECERTIFICATION EXAM

For physicians completing the recertification examination as part of the CME activity, the examination may be taken using a high-speed internet connection. An email with instructions will be sent once your registration has been received and processed. Below is some pertinent information regarding the exam:

- The exam must be taken within 12 months of completion of the training course or CME activity
- The exam must be completed within 30 days of first logging on to it (does NOT need to be completed in one sitting)
- An immediate pass-fail determination is awarded upon submitting the exam

PREPARATION PRIOR TO TAKING THE EXAMINATION

It is the applicant's responsibility to properly prepare for the certification examination by utilizing the resources recommended on the MROCC web site (<https://www.mrocc.org/examprep.cfm>). While the primary study tool is the materials obtained from MRO training courses, several additional study aides are provided by MROCC, including the examination blueprint, MRO competencies document, and sample test items.

RETEST POLICY FOR MRO RECERTIFICATION

The retest policy permits the examination to be taken two additional times for free within the 12 months of examination registration for those who do not succeed on their initial attempt. If after two retests, the recertification examination has not been passed, a new application and full examination fee will be required before attempting the examination again.

REFUND POLICY

The examination fee includes a \$100 non-refundable processing fee. Cancellations for onsite exams must be received 14 days prior to the examination in order to be eligible for a refund. There are no refunds for the online examination once you have been registered in the online examination system. There is a \$50.00 charge for bank returned checks/credit card charge-backs. Payment must be made in U.S. dollars.

CHEATING AND CERTIFICATION REVOCATION

This examination is copyrighted by MROCC. YOU MAY NOT ATTEMPT TO PRINT, WRITE, REPRODUCE, COPY OR SHARE THE CONTENTS OF THIS EXAMINATION. While you may refer to your reference materials during this open book examination, you must take it without the assistance of others. In order to be able to offer an online examination, MROCC RELIES UPON YOUR INTEGRITY. It is your responsibility to read and be familiar with MROCC's cheating and revocation policies. You can view the MROCC Policy on Cheating at https://www.mrocc.org/mrocc_cheating_policy.pdf. The MROCC Revocation Policy is available at Certification Revocation Policy https://www.mrocc.org/mrocc_revocation_policy.pdf

SIGNATURE AND ACKNOWLEDGEMENT (You must sign all 3 statements; Digital signature is acceptable)

In connection with this application, I enclose herewith the examination fee. I agree that no fee shall be refundable unless circumstances approved by the MROCC Board preclude completing the examination. I have read and understand MROCC's policies concerning application, retesting, cheating, refunding of fees and certification revocation. I have read the conditions as detailed within this application. 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.

Signature

Date

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.

Signature

Date

In consideration of my application, I agree to the following statements:

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, download, 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.

Signature

Date

MEDICAL LICENSURE POLICY



Medical Review Officer
Certification Council

The MROCC Medical Licensure Policy applies to any physician applying for certification or recertification, as well as any physician who is certified as an MRO by MROCC.

All applicants for certification or recertification as a Medical Review Officer (MRO) by MROCC must hold a valid and unexpired license to practice medicine in at least one state, commonwealth, territory, or possession of the United States or province of Canada or a country in which the physician resides and practices. If more than one medical license is held and any license is limited, suspended, or revoked, the applicant must notify MROCC in writing upon submission of their application. All adverse actions resulting in limitations, suspension, or revocation will be reviewed by MROCC on an individual basis. No approval of an application will be granted until the review has been completed.

All physicians currently certified by MROCC are required to continuously hold a valid and unexpired license to practice medicine in at least one state, commonwealth, territory, or possession of the United States or province of Canada or a country in which the physician resides and practices. During their certification cycle, MROs are required to report any adverse actions against or limitations placed on their medical license(s) within 30 days of the final action. All adverse actions resulting in suspension or revocation will be reviewed by MROCC on an individual basis. Additionally, if at any time an MRO is ineligible to perform any regulated MRO duties for any reason, the MRO is required to notify MROCC in writing within 30 days.

Upon completion of any licensure review, or in the event the physician does not report the required information in writing, MROCC may impose sanctions it determines appropriate, including but not limited to, barring the physician from taking MROCC examinations, invalidating examinations the physician took, and revoking the physician's certification.

MRO CODE OF ETHICS



Medical Review Officer
Certification Council

Every physician certified as a Medical Review Officer (MRO) by MROCC is expected to comply with the Code of Ethics. Any professional conduct not in compliance with this Code of Ethics may be grounds for sanctions that MROCC determines appropriate, including but not limited to, barring the physician from taking MROCC examinations, invalidating examinations the physician took, and revoking the physician's certification.

All MROCC Certified Medical Review Officers shall:

- Behave in a professional manner as befits all activities of a physician, regardless of whether a true physician-patient relationship exists.
- Maintain the highest standards of practice and perform all professional functions with honesty and integrity.
- Handle and transmit laboratory results in an accurate, direct, precise and confidential manner and strive for objectivity in dealing with all aspects of the drug testing system.
- Maintain scientific standards and appropriate application of science in the review process and refrain from any misrepresentation of the laboratory evidence or the scientific or technical basis of drug testing.
- Demonstrate a commitment to the development and maintenance of professional competence and personal scientific knowledge.
- Respect all program participants and their rights. Protect any private information on participants and ensure it is handled in accordance with existing laws, regulations and program requirements.
- Refrain from misuse/abuse of illegal or prescription drugs and alcohol.
- Comply with any applicable MRO regulations when serving as an MRO for covered workplace drug and alcohol program.

MROCC has the sole power and authority to determine whether evidence or information before it is sufficient to constitute grounds for revocation of any certificate issued by MROCC.

REVOCATION POLICY



Medical Review Officer
Certification Council

All candidates for certification/recertification must fulfill all MROCC and applicable state and federal MRO requirements in force at the time of examination. Certification shall be valid for the period specified by MROCC as long as the physician continues to be eligible to conduct the MRO Functions under applicable state and federal regulations and continues to fulfill the MROCC requirements and policies.

Certification issued by MROCC is subject to revocation according to current policies, procedures and requirements. MROCC may revoke a physician's certification under any of the following conditions:

- The issuance of certification or its receipt by the physician is contrary to or in violation of any provision of Articles of Incorporation or bylaws of MROCC.
- A physician is not qualified to receive such certification regardless of whether the facts constituting him or her as ineligible were known to or could have been ascertained by MROCC at the time the certification was issued.
- The physician makes any misstatement of fact in his or her application for certification or in any statement or representation to MROCC or its representatives or agents.
- The physician is found to have committed an act that MROCC, in its sole judgment, determines to be sufficiently egregious that it constitutes cause to revoke the physician's certification.
- The physician becomes ineligible to perform MRO duties in any regulated drug testing programs.
- The physician does not fulfill the MROCC policies, procedures, or requirements for maintaining a current certificate, including but not limited to the Code of Ethics, Licensure Policy, and Cheating Policy.

MROCC has the sole power and authority to determine whether the evidence or information before it is sufficient to constitute grounds for revocation of any certificate issued by MROCC.

The Revocation Process

If MROCC obtains probable cause to believe that a certification should be revoked for one or more of these reasons, it may institute proceedings for revocation by mailing and emailing a written notice to the holder of such certificate at the address on file with the MROCC office. The physician will be allowed to appeal such decisions (see below).

Appealing a Revocation Decision

Physicians may appeal a determination to revoke a certification. Only written appeals will be accepted. No oral hearings or presentations will be granted or allowed. Physicians must submit a "Notice of Appeal" together with all relevant supporting documentation within 30 days of receiving notice of revocation.

If MROCC does not receive the Appeal within 30 days, the physician will have forgone his/her right to an appeal and the determination shall be deemed final.

Determinations made following the appeals process will be final and no further appeals will take place.

Becoming Certified Again Following Revocation Certification

Once a certificate issued by the MROCC has been revoked or surrendered, that certificate ceases to exist. If the physician desires to become certified again following a 3-year waiting period, the physician must complete all then-current requirements for recertification and any other requirements as deemed appropriate by the MROCC in order to achieve certification.

CHEATING POLICY



Medical Review Officer
Certification Council

Each candidate for certification and recertification is expected to take the examination without the assistance of other individuals. Candidates are required to agree to the following Statement of Integrity as part of the application process:

I attest that I will personally take the examination without the assistance of other individuals. I agree to uphold the integrity of the examination and will take reasonable steps to maintain the security of the questions, answers or other information contained therein during or after the examination. I will not attempt to copy, print or make any record of the test questions (electronic or written), and I will not assist another candidate or communicate with others about, or otherwise disclose or disseminate any information or content from this examination, verbally, in written form, electronic form or any other form.

If a candidate is suspected of a violation of this agreement, the following notifications and appeals procedures shall apply:

1. Written notice of the suspected violation and basis for it will be sent by first class mail and emailed to the candidate at the address on file with MROCC.
2. The candidate will have fourteen (14) days to respond in writing following receipt of such notice. If a response is not received within fourteen days, the examination will be nullified, no score will be reported, and the candidate will not be certified.
3. After considering the written response, MROCC will do one of the following:
 - Determine that no violation has occurred and notify the candidate of this fact in writing. In such cases the examination will be scored and processed as usual.
 - Request further clarification or explanation. In such cases, the candidate must respond in writing within fourteen (14) days of receiving request from MROCC. If a response is not received within fourteen days, the examination will be nullified, no score will be reported, and the candidate will not be certified.
 - Determine that a violation has occurred. In such cases, the candidate's submitted test responses will not be scored and the candidate will not be allowed to retake the certification examination or apply for a certification for a period of 3 years.

If a violation is determined, the candidate may appeal the decision. During the appeal process, the candidate will be interviewed and any additional investigation considered to be appropriate to resolve the matter will be conducted. The candidate is expected to comply with this investigation. Any failure to comply will result in the determination of a violation. Determinations made following the appeals process will be final and no further appeals will take place.

All physicians certified by MROCC are expected to maintain the integrity of the examination. A certified individual violating the Cheating Policy or Statement of Integrity may be subject to sanctions that MROCC determines appropriate, including but not limited to, barring the physician from taking MROCC examinations, invalidating examinations the physician took, and revoking the physician's certification (see Revocation Policy).