



## Program Reviewer Qualifications

*Approved by the Portfolio Program Board, February 17, 2015*

Portfolio Program Reviewers help review potential new Program Sponsors and organizational quality improvement initiatives using standards and guidelines developed by the Portfolio Program. Program Reviewers have an opportunity to contribute to the advancement of quality/performance/practice improvement (QI/PI) within leading organizations and at a national level to improve the quality of care for patients. They can serve in these capacities:

1. **Evaluate potential sponsor organization applications** by reviewing individual quality improvement activities and/or organizational applications.
2. **Review sponsor organization reports** on the selected initiatives used by ABMS Member Board diplomates in the Portfolio Sponsor organization portfolio to meet *Improvement in Medical Practice* (Part IV) requirements.
3. **Provide support by serving as condition-specific subject matter experts** providing support for the Program Reviewers, should questions about a specialty-specific item arise.

Program Reviewers are professionals with expertise in QI/PI, and those with broad medical knowledge in a particular specialty. Individuals interested in becoming Portfolio Program Reviewers must actively be working in their field. Physicians must be meeting ABMS Program for Maintenance of Certification (ABMS MOC®) requirements of their specialty Member Board. Individuals are selected on their personal qualifications and are not representatives of their parent organizations. The following factors are considered in selecting reviewers:

1. **Expertise in health care related quality improvement.** A minimum of three years expertise is required and may be demonstrated through formal training, publications, teaching, coaching and/or accomplishments in practice or health care systems related quality improvement.
2. **Ability to provide unbiased, thoughtful, and informative feedback** to the applicants and the Portfolio Program.
3. **Skill in oral, written, and web-based communication** and the use of web-based programs to perform reviews. Ability to participate in teleconferences, as needed.
4. **Adherence to ABMS and Portfolio Program policies** related to conflict of interest and confidentiality.

Program Reviewers are asked to commit to a three-year term. There are no term limits as long as individuals continue to meet the qualifications outlined above. Program Reviewers are expected to perform at least two reviews during their term period. Program Reviewers that wish to have their participation count for ABMS MOC *Improvement in Medical Practice* must complete four reviews during their term period.

To be considered as a Program Reviewer, complete the application available through the [MOC Activity Manager](#) (MOCAM). The application includes submission of a current curriculum vitae and completion of the Conflict of Interest form.