

**PROGRAM COORDINATOR UPDATE**  
SOCIETY OF ACADEMIC ANESTHESIOLOGY ASSOCIATIONS

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### DISCUSSION OVERVIEW

- RTID Features
- CCC Reports
- In-Training Exam
- BASIC Exam Date Assignments
- Board Communications

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### RTID FEATURES

- Track BASIC & ADVANCED Exam registration status
- View Part 1 & ADVANCED Exam Pass/Fail Results in Reports section

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### RTID FEATURES

- Review contact information for your program
- Change CCC Committee Members

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### RTID FEATURES

- Use the resident listing in RTID to identify residents who have not created an ABA portal account
  - Residents with an asterisk (\*) beside their name have not created a portal account and need to do so immediately
  - We are launching a new RTID report soon that will list all of your residents who have not created a portal account

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### CCC REPORTS

- Programs should complete Certificate of Clinical Competency (CCC) Reports every six months (**Jan. 31** and **July 31**).
- Reports must include:
  - Seven essential attributes
  - BASIC Exam question (automatically displays exam result when programs select the default option)
  - Overall performance
  - Description for unsatisfactory grade

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### CCC REPORTS

- Required for each resident who has spent any portion of six-month reporting period in training
- Complete CCC Reports at the end of each reporting period
- If you validate CCC reports for residents taking the BASIC Exam before getting their results, your reports may reflect an incorrect overall grade for those who failed

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### CCC REPORTS

- Final CCC report for graduating residents/fellows must:
  - Be approved by residency program director and CCC Chair before Program Director Reference Form (PDIR) can be approved
  - Answer the question “Will Continue?” with “No-Graduating” to remove the resident or fellow from the training roster

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### IN-TRAINING EXAMINATION

- Next exam will be administered Thursday, Feb. 15 – Tuesday, Feb. 20
- Registration is available Nov. 1 – Dec. 14 for \$100 per resident
- Late registration is available Dec. 15 – Jan. 4 for \$150 per resident
- ITE results are emailed to program directors in early April

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### BASIC EXAM DATE ASSIGNMENTS

- BASIC Exam dates assigned based on last number in resident’s ABA ID number
- Reasons for permitting a date change:
  - Medical accommodations
  - Military responsibility
  - Religious observance

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### BASIC EXAM DATE ASSIGNMENTS

Year	BASIC Exam	Last Number in ABAID	Date Assignment
2017	November	Odd	Second day
2017	November	Even	First day
2018	June	Odd	Second day
2018	June	Even	First day
2018	November	Odd	First day
2018	November	Even	Second day
2019	June	Odd	First day
2019	June	Even	Second day
2019	November	Odd	Second day
2019	November	Even	First day

Date assignment listing located in RTID Help tab

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### ABA COMMUNICATIONS

- Residents should add their personal email address to their portal account to ensure they receive all ABA communications
  - We want to stay in contact after they graduate
  - Institutional servers may block mass communications
- Residents should also keep their mailing address up-to-date in their portal
  - All exam result letters are mailed, except for ITE result letters

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## QUESTIONS?

### COMMUNICATIONS CENTER

Phone: (866) 999-7501

Fax: (866) 999-7503

Email: [coms@theABA.org](mailto:coms@theABA.org)

### MAIL CORRESPONDENCE

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