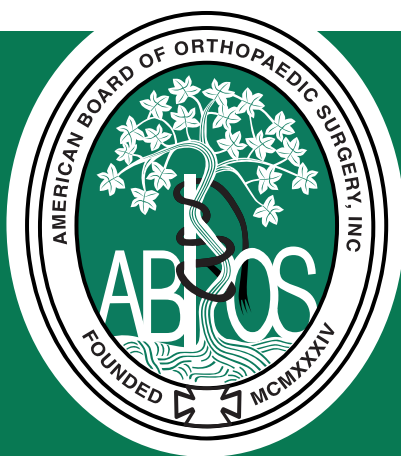


# ABOS KNOWLEDGE, SKILLS & BEHAVIOR PROGRAM

Onboarding Instructions

[WWW.ABOS.ORG](http://WWW.ABOS.ORG)



Thank you for your interest in the American Board of Orthopaedic Surgery (ABOS) Knowledge, Skills and Behavior Program (ABOS KSB). Below are steps to walk you through the setup process for the ABOS Surgical Skills and Professional Behavior Assessment Systems. The Knowledge portion of ABOS KSB is assessed by the linking of the AAOS OITE and the ABOS Part I Examination.

01

## Step One

Collect the preferred email address and cell phone information for all residents and faculty in your program.

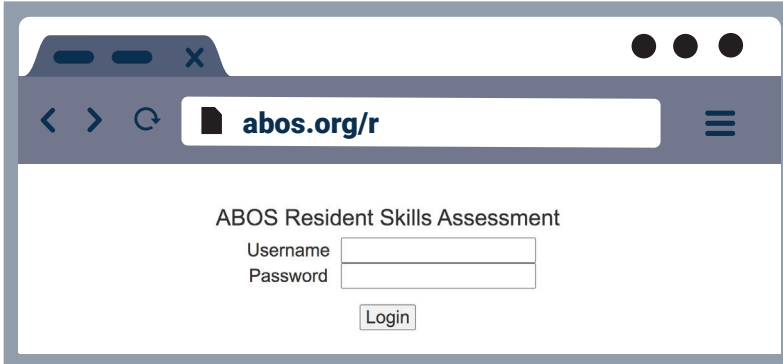
For each faculty member, include the contact preference (email or text) for receiving assessment requests from residents. For each resident, include the contact preference (email or text) for receiving assessment results from faculty.

02

## Step Two

There is a Program Director's account to manage your residents and faculty, and to view the status of Surgical Skills and Professional Behavior Assessments within your program. Program Directors and Program Coordinators can log in at <https://www.abos.org/r> with the username and password the ABOS has provided to you.

*\* Please note the "/r". This takes you to a specific login page for this program that is different from the Board's standard login page.*



The screenshot shows a web browser window with the address bar displaying "abos.org/r". The page content is titled "ABOS Resident Skills Assessment" and features a login form with two input fields labeled "Username" and "Password", and a "Login" button below them.

## 03

## Step Three

In order to complete the process of setting up your program in the system, the Program Coordinator must enter faculty and residents directly into the account on the site via the Faculty and Resident tabs.

Faculty	Status
Brown, Bridget	Active
Davis, David	Active
Doe, Daniel	Active
Johnson, Jessica	Active
Williams, Will	Active

PGY	Resident	Status
5	Anderson, Andrew	Active
5	Jones, Jeff	Active
5	Miller, Maggie	Active
5	Smith, Sally	Active
5	Thomas, Taylor	Active

To do this, click on the “Add Resident” or “Add Faculty Member” link towards the top. Please complete all fields. For residents, you will need to create a username and password for them. The resident will later be able to change the password.

## 04

## Step Four

Once a resident has been successfully added into the system, each will be automatically sent an email with instructions for requesting Surgical Skills and Professional Behavior Assessments. A sample email with detailed instructions can be found in the accompanying ABOS Knowledge, Skills & Behavior Handbook. These emails will be automatically sent daily (currently 7:00 AM ET) for any new residents added in the previous 24 hours.



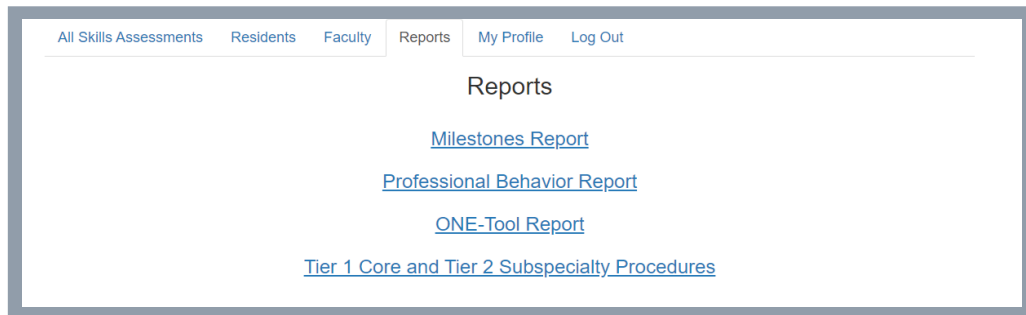
# HELPFUL NOTES

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New residents or faculty can be added any time to the system.

Your faculty are not assigned login information as they will not be logging into the system. When a resident requests an assessment from a specific faculty member, that faculty member will simply receive an email or text with a link to complete the assessment form. Detailed instructions for faculty can be found in the accompanying ABOS Knowledge, Skills & Behavior Handbook.

Once residents begin requesting Surgical Skills or Professional Behavior Assessments, you will be able to review reports on the Reports tab of your Program Director account.



## Questions?

Please feel free to contact the ABOS at [ksb@abos.org](mailto:ksb@abos.org) or **919-929-7103**. Thank you for your interest in the ABOS Knowledge, Skills and Behavior Program!