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I. OVERVIEW OF THE BOARD

A. Name and History of the Board

The name of this organization is the American Osteopathic Board of Internal Medicine (AOBIM), hereafter referred to as the Board. The Board was established in 1942, upon approval by the Board of Trustees of the American Osteopathic Association (AOA). All Regulations and Requirements within this document have been approved by the American Osteopathic Association. This Board is a non-profit affiliate of the American Osteopathic Association and reports to the AOA Bureau of Osteopathic Specialists. The members of the Board are appointed for three-year terms by the AOA Board of Trustees. The Board members are nominated by the AOBIM after approval by the Board of Directors of the American College of Osteopathic Internists to the AOA Bureau of Osteopathic Specialists.

B. General Policies and Procedures

This document supersedes all previous publications of the Board concerning Regulations, Requirements and Procedures. When an applicant applies to this Board for the first time for a particular examination they must meet the requirements that are in effect when application is made regardless of when training was undertaken.

All candidates are admitted to examinations at the discretion of the Board. The Board reserves the right to cancel and reschedule examinations under unusual circumstances. The Board reserves the right to delete questions or portions of the examination.

The Board does not offer or endorse any specific publications or courses to prepare for any of its examinations.

The Board reserves the right to make changes in its fees and procedures at any time. It cannot assume responsibility for giving advance notice thereof.

The provisions of this publication are not to be construed as a contract between any candidate and the American Osteopathic Board of Internal Medicine.

C. Purposes of the Board

The purposes of this Board are to define the qualifications to be required of osteopathic physicians for certification and Osteopathic Continuous Certification in the field of internal medicine and of any other subspecialty field that may be assigned to this Board; determine the qualifications of osteopathic physicians as specialists for certification in the field of internal medicine and of any other specialty field that may be assigned to it; conduct examinations in conformity with the Bylaws, Policies and Requirements of this Board; issue certificates, subject to the recommendations of the Bureau of Osteopathic Specialists and to the approval of the AOA Board of Trustees, to those physicians who are found qualified; recommend revocation of certificates for cause; and use every means possible to maintain a high standard of practice in this specialty within the osteopathic profession. The actions of the Board are subject to the recommendations of the Bureau of Osteopathic Specialists and to the approval of the AOA Board of Trustees.

D. Duties of the Board

The duties of the Board include but are not limited to the following: Serve as an advisory body to all applicants for certification and OCC in the specialty of internal medicine and any subspecialty which may be assigned to its jurisdiction; determine the appropriate standards of education and the training held necessary for certification in the specialty of internal medicine and of any other subspecialty which may be assigned to its jurisdiction, subject to the recommendation of the Bureau and to the approval of the AOA Board of Trustees; establish detailed rules for conducting all examinations; file with the Bureau of Osteopathic Specialists, recommendations concerning each applicant for certification and OCC; provide
and issue certificates in all fields assigned to this Board's jurisdiction; and levy and collect from applicants the funds necessary to finance the operation of this Board.

E. Meaning of Certification and OCC

The certification and OCC program in Internal Medicine and of any other subspecialty or specialty field that may be assigned to this Board is designed to recognize excellence among those individuals who provide care in the discipline of internal medicine. Certification by the Board is not a requirement to practice internal medicine or a subspecialty. The Board does not intend either to interfere with or restrict professional activities of a licensed physician because the physician is not certified or completed OCC in a particular specialty or subspecialty of internal medicine.

F. Areas of Certification and OCC Offered

1. Specialty of Internal Medicine

The Board awards a Diplomate certificate in the specialty of internal medicine to physicians who have satisfactorily completed the requirements for certification and have passed the necessary certifying examinations administered by this Board.

2. Subspecialties of Internal Medicine

Physicians who have been awarded a Diplomate certificate in internal medicine may seek certification in a subspecialty of internal medicine if they have completed the necessary requirements for a particular subspecialty area of internal medicine. In order to become certified in the subspecialty area, the Diplomate must pass the necessary examination administered by this Board. The Board offers examinations in the following subspecialties:

- Allergy/Immunology (Conjoint exam with AOB Pediatrics)
- Cardiology
- Endocrinology
- Gastroenterology
- Hematology
- Infectious Disease
- Nephrology
- Oncology
- Pulmonary Diseases
- Rheumatology

3. Subspecialties previously termed Certificates of Added Qualifications

Diplomates in internal medicine and/or the subspecialties may seek Subspecialty Certification by meeting the requirements established by this Board and passing the necessary examination. Subspecialty Certificates are offered in the fields of:

- Addiction Medicine (conjoint examination)
- Correctional Medicine (conjoint examination)
- Clinical Cardiac Electrophysiology
- Critical Care Medicine
- Geriatric Medicine
- Hospice and Palliative Medicine (conjoint examination)
- Interventional Cardiology
- Pain Medicine (conjoint examination)
- Sleep Medicine (conjoint examination)
- Sports Medicine (conjoint examination)
4. Osteopathic Continuous Recertification

The Recertification Program in Internal Medicine was instituted in 1992. Recertification (OCC) is voluntary for all Diplomates who hold a certification certificate dated prior to January 1, 1993. All certificates issued by this Board after December 31, 1992, will be time-limited to ten (10) years and recertification (OCC) will be required within the ten-year period in order to maintain a valid certificate. Recertification in the subspecialties of internal medicine was initiated in 2002. Beginning January 1, 2013 recertification in internal medicine and subspecialties will be a part of the Osteopathic Continuous Certification (OCC) program which can be found at www.osteopathic.org.

G. Board Eligibility

Board Eligibility is defined as that status granted candidates who: Have documented the satisfactory completion of an AOA-approved training program in internal medicine or its subspecialties; have met all the requirements as established by this Board; have applied to and have been accepted to sit for the certifying examination; and are and remain members in good standing of the AOA. To be registered as Board Eligible the candidate must complete the application process and be accepted for examination in the corresponding specialty or subspecialty.

A candidate who has applied for Board eligibility in internal medicine or its subspecialties and who meets all AOA and Board requirements shall be considered and listed as Board Eligible. Board eligibility shall be valid for the year of which the candidate has been accepted to sit for the certifying examination. Board eligibility will terminate on February 1st of the year following the Internal Medicine certifying examination and April 1 for the Subspecialty examinations unless the candidate reappears.

A candidate may lose Board Eligibility status by failure to reapply for examination if examination failure occurs or failure to maintain AOA membership. For those candidates entering the examination process prior to July 1, 2009, there is no limit to the number of times a candidate may apply for reexamination and Board eligibility. The initial application for examination is valid for a maximum of five years from the date of completion of the training requirements. For those applicants entering the examination process after July 1, 2009, Board Eligibility status will be limited to six years.

Once Board Eligibility status has been terminated a candidate may reapply for Board eligibility according to the Regulations and Requirements in Section H below.

H. Reentry into the Certification Process and Reestablishing Board Eligibility

Prior to July 1, 2009, for those entering the examination process five years after completion of the training requirement for examination, a candidate who has lost examination eligibility and who wishes to re-enter the certification process must submit a new application for examination and pay the examination fee. Candidates may reapply for examination each time their period of eligibility expires, as long as they sit for the examination at least once every three years. If a candidate withdraws from an examination, a withdrawal fee will be applied.

For those entering the examination process after July 1, 2009, candidates may petition the Board to extend eligibility two additional years once the six-year limit has expired.

Each candidate's application must contain the following requirements in order to reestablish Board Eligibility status:

Valid and unrestricted licensure in all states in which an applicant holds a license;

Verification of satisfactory clinical competence by the applicant's local medical authorities;
Continuous AOA membership during the 12-month period of time prior to re-establishing Board Eligibility;

Maintain conformity to the standards set in the Code of Ethics of the AOA.

II. REQUIREMENTS FOR CERTIFICATION IN INTERNAL MEDICINE

A. Prerequisites

To be eligible to receive certification from the AOA through this Board the applicant must meet all of the following minimum requirements:

Be a graduate of an AOA-accredited college of osteopathic medicine.

Applicants who have been out of formal training one or more years must have a valid, unrestricted and unchallenged license to practice in the state or territory where his/her practice is conducted.

Candidates with a restricted, suspended or revoked license in any jurisdiction at the time of application and/or examination will not be admitted to examination or be certified.

Be a member in good standing of the AOA for a continuous period of 12 months immediately prior to the date of application.

Be able to show evidence of conformity to the standards set in the Code of Ethics of the AOA if requested.

Demonstrate clinical competence in the practice of internal medicine documented by the candidate's program director in Internal Medicine by means of the Program Director's Report form.

Have satisfactorily completed one of the following AOA-approved postdoctoral training programs:

1. 12 months of a non-medicine track internship followed by 36 months of an internal medicine residency (not necessarily running 36 consecutive months). Candidates may receive advanced standing credit for training in the internship which has been granted by the ACOI, which may be applied towards the 36 months of internal medicine residency requirement.

2. 12 months of a medicine track internship followed by 24 months of an internal medicine residency or 36 months of an internal medicine residency.

3. 12 months of an AOA approved internship followed by 48 months of a combined emergency medicine/ internal medicine residency training program. The residency training must contain 24 months of emergency medicine and 24 months of internal medicine and meet the basic requirements for training as approved by the AOA.

4. 48 months of a combined internal medicine/pediatrics residency training program. The residency training must contain a minimum of 24 months of internal medicine training and 18 months of pediatrics training and meet the basic requirements for training as approved by the AOA.

B. The Certifying Examination in Internal Medicine

The Certifying Examination in Internal Medicine is a one-day computer-based multiple-choice examination of the "one best answer" type which is planned to evaluate an understanding of the scientific basis of the problems involved in the specialty of internal medicine, familiarity with the current advances in the specialty, the possession of sound judgment, and of a high degree of skill in the diagnostic and
therapeutic procedures involved in the practice of the specialty. Questions are designed to evaluate the candidate's ability to practice in inpatient, ambulatory, and critical care settings. The examination is designed to assure that the candidate has mastered the essential skills required for the practice of internal medicine, both as a primary care physician and as a consultant.

The Certifying Examination is administered annually at more than 200 sites nationwide. The date of the next Certifying Examination in Internal Medicine is published on the AOBIM website under AOBIM Information. Candidates are informed of the results of the examination within 12 weeks of its administration. Those who pass the examination are certified as Diplomates in the specialty of internal medicine and awarded a certificate indicating the duration of its validity.

III. COMBINED TRAINING LEADING TO CERTIFICATION BY TWO BOARDS

Candidates who satisfactorily complete an AOA-approved combined residency in either Emergency Medicine/Internal Medicine or Internal Medicine/Pediatrics will become eligible for certification by each Board.

Combined Emergency Medicine/Internal Medicine

To be eligible to receive certification from the AOA through this Board the applicant must meet all of the prerequisites listed under the section on internal medicine (II.A.) and in addition, satisfactorily complete the following AOA-approved postdoctoral training program:

Twelve (12) months of an AOA approved internship; and

Forty-eight (48) months of a combined EM/IM residency in which twenty-four (24) months are spent in each specialty.

The Board Eligibility period will follow the same regulations as described for the specialty of internal medicine.

Combined Internal Medicine/Pediatrics

To be eligible to receive certification from the AOA through this Board the applicant must meet all of the prerequisites listed under the section on internal medicine (II.A.) and in addition, satisfactorily complete the following AOA-approved postdoctoral training program:

Forty-eight (48) months of a combined Internal Medicine/Pediatrics residency in which a minimum of twenty four (24) months are spent in internal medicine and eighteen (18) months in pediatrics.

The Board Eligibility period will follow the same regulations as described for the specialty of internal medicine.

IV. PROCEDURES FOR APPLICATION

A. Responsibility of the Candidate

Although the Board publishes all application deadlines and examination schedules in various publications, it is the candidate's responsibility to be aware of all deadlines. Candidates for all Certifying Examinations must have completed the required training by August 31 of the year of the scheduled examination for internal medicine and by August 15 for all subspecialty examinations.

Candidates must use an application form which may be obtained by registering on the AOBIM website www.aobim.org during the scheduled periods of registration. Application deadlines and examination dates
are published on a regular basis on www.aobim.org, in the American College of Osteopathic Internists’ newsletter, the ACOI website (www.acoi.org), and the AOA website (www.osteopathic.org). Each year all internal medicine and subspecialty program directors for osteopathic programs are supplied with all examination and application deadlines and are requested to supply the information to graduating residents.

B. Application Deadlines and Late Applications

1. Internal Medicine Certifying Examination

   The completed application must be postmarked on or before February 1st of the year in which the applicant intends to appear for examination. All applications postmarked between February 1st and April 1st will be assessed a two hundred dollar ($200) late fee. No applications will be accepted after April 1st and will be considered for the examination given during the next calendar year.

2. Subspecialty Examinations

   All completed applications must be postmarked no later than April 1st of the year in which the applicant intends to appear for examination. There is no application fee; however, a two hundred dollar ($200) late fee is assessed to those applications received between April 2nd and May 1st. No applications are accepted after May 1st and will be considered for the examination given during the next calendar year.

3. Clinical Cardiac Electrophysiology, Critical Care Medicine, Geriatric Medicine, Interventional Cardiology and Sleep Medicine Examinations

   The completed application must be postmarked on or before April 1st of the year in which the applicant intends to appear for examination. All applications postmarked between April 2nd and May 1st will be assessed a two hundred dollar ($200) late fee. No applications will be accepted after May 1st. For Addiction Medicine, Correctional Medicine, Hospice and Palliative Medicine, Pain Medicine, Sports Medicine, and Undersea and Hyperbaric Medicine please refer to those examinations on the AOBIM or AOA website.

C. Examination Fees

   The fee for the Internal Medicine Certifying Examination is $800 (which includes the $100 application fee). In order to be eligible to sit for the examination, the entire examination fee must be submitted with the application prior to February 1st. A $200 late fee is assessed for any fee postmarked later than February 1st but prior to April 2nd.

   The reexamination fee is $800 and the total amount is due by February 1st.

   The subspecialty examination fee is $800 dollars and is due by April 1st. A $200 late fee is assessed for all fees postmarked after April 1st. The fees for the Conjoint subspecialty exams vary and can be found on the AOBIM website under Subspecialty Certification or the AOA website.

D. Examination Cancellations and Refunds

   No fees are refunded unless the candidate withdraws from the examination process which will result in loss of Board Eligibility. All fees due to the candidate are credited toward the next year's examination which will maintain Board Eligibility until February 1st for Internal Medicine and April 1st for subspecialty of the year of the next examination.

   Cancellations for the internal medicine examinations must be submitted to the Board in writing. The following cancellation fee will be assessed according to the following postmark schedule:
Prior to February 1st $100
February 1 - April 1st $400
After April 1st $800

E. Rescoring of Examinations

On written request and payment of a fee of $200 for the internal medicine and subspecialty exams, candidates may obtain manual review of the examination within one month of receiving the results. Candidates are not allowed to review specific items on the examination either before or after sitting for examination. The computer answer results of candidates will be deleted 24 months after administration of the examination.

F. Re-examination

Candidates who do not pass any certifying examination may apply for reexamination. The reexamination fee is identical to the examination fee.

V. TIME-LIMITED CERTIFICATES

A. Issuance

Certification certificates after receiving the approval of the Bureau of Osteopathic Specialists shall be issued by this Board. Each certificate shall be mailed by first class mail and addressed to the most recent address provided by the applicant. Candidates will be responsible for the cost of payment of a duplicate certificate which has been lost and not returned to the Board, in which the mailing address was not the current updated address of the applicant. It is the responsibility of the candidate to notify the Board office in writing of any change in address. If a certificate is returned to the Board office as undeliverable a fee of $25 will be assessed for redelivery of the certificate.

B. Time-limited Certification

Each certificate shall be numbered in sequence and registered by the secretary-treasurer of the Board. All certification certificates issued after 1992 will be valid for a period of ten (10) years from the date of issuance. The certificate will contain the year of issuance and the year of expiration. Certificates issued before 1993, with the exception of recertification certificates, will continue to be valid indefinitely. All previous recertification certificates and OCC certificates are time-limited for a period of ten (10) years from the date of issuance. In order for all time-limited certificates to remain valid the Diplomate must be registered for OCC and meet the requirements for OCC. If the OCC components are not maintained during the 10-year period certification becomes invalid but will be reinstated when the component requirements are met.

IX. MISCELLANEOUS POLICIES

A. Disclosure of Examination Results

Examination results are transmitted by mail to each applicant. Under no circumstance will results be released by telephone, email or FAX. Release of individual examination results will be provided to the candidate’s Program Director. The Board will release group pass/fail results and group examination results to the Program Director of each training program and to the Council on Education and Evaluation of the American College of Osteopathic Internists. This information is provided in order to assist in the evaluation of the program's educational effectiveness. Individual results will not be released to the Council on Education and Evaluation.

B. Irregular or Improper Behavior
All Board examination results are reviewed by Board members. Improper behavior, including but not limited to, giving or obtaining unauthorized information or aid, looking at the test material of others, taking notes, failing to comply with computer site staff instructions, talking or other disruptive behavior will be considered a possible subversion of the certification process. Candidates must not discuss the examination while the session is in progress. Candidates must not disclose the content of the examination to others or reproduce any portion of the examination in any manner including reconstruction through memorization, electronic means or dictation. Candidates will be asked to sign a statement of adherence to this policy on the application form and at the time of examination. All examinations of this Board are copyrighted and protected by Federal law. The above policies apply to all examination given by the AOBIM.

It is a Federal offense to copy or reproduce any portion of the certifying examinations. Irregular or improper behavior that is observed, that is made apparent by statistical analysis, or that is shown by other means, will constitute grounds for invalidation of the candidate's examination. Other sanctions, such as exclusion from future examinations for an indefinite period of time and informing licensing bodies or law enforcement agencies may be invoked at the Board's discretion.

C. Appeals

If a candidate feels that the actions of the Board with regard to any part of the examination constitute unequal application of the regulations and requirements or standards, unwarranted discrimination, prejudice, unfairness, or improper conduct of the examination, the applicant has the right to appeal to this Board. A candidate cannot appeal an examination result based upon content of the examination.

An appeal to the Board must be in writing by the applicant stating the reasons for requesting an appeal. If the candidate is not satisfied with the results of an appeal before this Board, the candidate has the right to further appeal to the Bureau of Osteopathic Specialists. If the candidate is not satisfied with the results of the appeal before the Bureau of Osteopathic Specialists, the candidate has the right to further appeal to the AOA Board of Trustees. During any level of appeal the candidate or anyone representing the candidate will not be allowed to review any items on the examination.

D. Revocation of Certificates

If a Diplomate no longer meets any one of the following requirements for maintaining certification status with the AOA, his/her certificate shall become inactive and removed from the certification register of the AOA:

- Maintain membership in the AOA;
- Pay the annual certification registration fee assessed by the AOA.
- Maintain a minimum of 120 hours of approved and documented AOA CME credits within a three (3) year period of which at least 50 hours shall be in the primary specialty.

The Board may at its discretion revoke any certificate under the following circumstances:

- The Diplomate was not in fact qualified to receive the certificate at the time it was issued, even if the certificate was issued as a result of a mistake on the part of the Board;
- The Diplomate made any material misstatement of fact or admission of fact to the Board in connection with the Diplomate’s application or otherwise; or the Diplomate’s license to practice medicine has been revoked in any jurisdiction.

E. Disabled Candidates

The Board will, when possible, offer the certifying examination in a place and manner that is accessible to
individuals with disabilities and, when necessary, alternative accessible arrangements under comparable
conditions to those provided for nondisabled individuals are offered to disabled individuals. Candidates
who may need accommodation during the examination for a disability must provide a written request to
the Board at the time of application for examination or prior to April 1st of the examination year. The
candidate must provide details of accommodations previously provided by the NBOME or equivalent
testing organization and related documentation in writing no later than five months prior to the date of the
examination. An evaluation and assessment of the disability with a written report supplied to the Board
by a credible body must have been completed within three years of the date of examination. For those
requiring additional testing time, in no instance will more than double time be granted.

F. Policy Regarding Adverse Testing Conditions

The following policies apply in the event any adverse condition (e.g., unreasonable and substantially distracting
noise or other activity) occurs or is alleged to occur during the administration of any computer-based examination.

If a candidate believes that the testing conditions have or will substantially and adversely affect their performance on
the examination, the candidate must immediately bring that circumstance to the attention of the test center staff. If
the condition is not resolved to the satisfaction of the candidate at the test site, then the candidate may choose one of
the two following options:

1. Continue examination. If the candidate elects to continue with the examination, the candidate will
have been deemed to have accepted the conditions of the testing environment, and his or her
examination will be scored and reported in the normal course and the candidate shall have no recourse
against the AOBIM, its testing vendor or their employees, agents or representatives; or
2. Withdraw from examination. If the candidate chooses to withdraw from the examination prior to its
completion then the examination shall be voided and not scored, and the following shall apply:

   A. If the test center staff verifies to the AOBIM that the condition complained of did not exist or
   that it existed but did not or would not have substantially and adversely affected the
   candidate’s performance on the examination, the candidate may not reschedule to take the
   examination until the next regularly scheduled examination, must pay a full examination fee,
   and may not elect to withdraw from any future AOBIM examination.

   B. If the test center staff verifies to the AOBIM that the condition complained of did exist and
   that it did or would have substantially and adversely affected the candidate’s performance of
   the examination, the candidate may reschedule the examination at the next regularly
   scheduled examination date and will not be assessed any additional fee. The examination to
   the extent completed will be voided and not reported.

If a candidate withdraws from the examination prior to completion of the examination because of any adverse
testing condition, the candidate must provide to the AOBIM within ten days following the date of their withdrawal
credible and verifiable written evidence of the adverse testing condition, in addition to immediately reporting such
circumstance to the test center staff at the time of the examination. Failure to comply with this requirement, will
result in the candidate waiving any objection to the testing conditions of the examination, and shall have no recourse
against the AOBIM, its testing vendor or their employees, agents or representatives. Any and all findings and
determinations of the AOBIM shall be final and conclusive.

X. INFORMATION AND INQUIRIES

All inquiries, requests for information, and correspondence of any manner that is directed to this Board must be
addressed to:

American Osteopathic Board of Internal Medicine
142 E. Ontario Street
Chicago, IL  60611
or by e-mail to:  admin@aoibm.org
American Osteopathic Board
of Internal Medicine

Officers

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Members

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