Multidisciplinary Breast Pathology
Advanced Practical Pathology Program

MANUAL
The MBP AP manual is current as of January 1, 2014. Information is subject to change.
Overview

Congratulations on your desire to find out more about the CAP’s Advanced Practical Pathology Program Multidisciplinary Breast Pathology (MBP AP3)—or perhaps you have already decided to apply! This manual will address your questions regarding program eligibility, design, and requirements for obtaining your MBP Certificate of Recognition.

The CAP created the MBP AP3 for pathologists with intermediate or higher skill level in breast pathology. As a result of completing the MBP AP3 program, qualified program participants will be able to:

Understand the implications of findings from the major breast imaging modalities, and correlate these findings with clinical and histologic information in order to provide appropriate recommendations for patient management and additional diagnostic steps when needed.

Apply the rationale and clinical goals for breast conservation to the pathologic evaluation of breast specimens and provide the information necessary to ensure a woman receives the appropriate treatment.

Explain and implement best practices in breast pathology: specimen handling, assay criteria and selection, process management, and remediation of test performance issues in support of optimum patient care.

Interpret and validate breast predictive factors test results for cases representing all levels of complexity, integrating the test results with clinical and morphologic findings.

Communicate breast histology results and patient treatment implications to clinicians, multidisciplinary health care teams, and patients proactively and collaboratively.

To participate in the MBP AP3, you must complete and submit an application and pay the registration fee. Participants will receive notification regarding the disposition of their application within two to four weeks of the date it was submitted.

Read on to learn how the MBP AP3 provides you with the opportunity to learn the new skills and knowledge required to provide excellent patient care!

Note: Advanced Practical Pathology Programs are intended to be learning activities. Completion of this program alone does not necessarily indicate competence. The CAP does not endorse, guarantee, or warrant, and expressly disclaims, any and all liability for the job performance of physicians participating in the program.
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Program Purpose

The College of American Pathologists (CAP) is the leading organization of board-certified pathologists, serving patients, pathologists, and the public by fostering and advocating excellence in the practice of pathology and laboratory medicine. The CAP seeks to create new and enhanced roles for the pathologist over the next generation, as well as greater recognition for pathologists as physicians actively involved on the patient care team. The MBP AP³ directly contributes to the College’s vision of transforming the role of the pathologist as a leading health care provider in a practical, coordinated, and systematic manner.

The MBP AP³ facilitates successful patient management treatment of breast cancer patients by ensuring pathologists maximize their role on the patient care team. This not only requires the integration of pathologic findings with the entire clinical picture, but it also requires an understanding of the treatment implications of these results and a participation in an active dialogue with multidisciplinary team members to support patient management throughout the entire treatment process. The MBP AP³ focuses on providing and equipping pathologists with practical skills, tools, and techniques that they can implement in their laboratories in order to ensure more effective results for patients as well as to comply with the new ASCO-CAP guidelines. Additional constituencies benefit from the program as well:

- **Laboratories and pathology departments/groups** – It is anticipated that some laboratories and pathology groups will directly purchase the program on behalf of an employed/contracted pathologist. Laboratories and pathology groups who do so will benefit from having increased confidence in the oversight of their breast clinical management, including imaging and treatment, and from increasing the visibility of these programs to others.

- **Referring clinicians, tumor boards, and multidisciplinary health care teams** – The availability of one or more pathologists who have completed the MBP program is a key factor in assuring other health care providers that these pathologists have a comprehensive understanding of breast cancer management.

- **Most importantly, the patients** – Likewise, the availability of one or more pathologists who have completed the program in the health care setting provides patients assurance that their test results are accurate. Given test accuracy, patients can feel confident that the diagnosis as well as the clinician’s treatment decisions will also be accurate and cost effective.
Program Elements

The CAP designed the MBP AP³ for pathologists with intermediate or higher skill level in breast pathology. Participants who will most benefit from the breast pathology program will include pathologists who have reviewed cases, attended tumor boards, and participated in multidisciplinary conferences. Learning programs are most effective when targeted to a particular experience base. Setting prerequisites is a common method for targeting education programs.

All CAP Advanced Practical Pathology Programs have four elements. The MBP AP³ elements are specified below.

<table>
<thead>
<tr>
<th>CAP AP³ Elements</th>
<th>Multidisciplinary Breast Pathology (MBP) AP³ Elements</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. QUALIFICATIONS</td>
<td>Participants must be American Board of Pathology (ABP) certified in Anatomic Pathology (AP) or Anatomic Pathology/Clinical Pathology (AP/CP) or Royal College of Physicians and Surgeons of Canada (RCPS) certified or American Osteopathic Board of Pathology (AOBP) certified</td>
</tr>
<tr>
<td>2. CORE CURRICULUM</td>
<td>Participants must complete the MBP AP³ core curriculum (30.25 CME hours, 16.25 hours are SAM eligible).</td>
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<tr>
<td></td>
<td>• The curriculum consists of seven CME online courses, all of which include self-assessment modules (SAMs), followed by a workshop.</td>
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<tr>
<td></td>
<td>• The online curriculum consists of seven CME/SAM courses (16.25 CME/SAM hours). This curriculum should be completed prior to attending the MBP Workshop. All online courses will be available to participants at least one month prior to the workshop.</td>
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<tr>
<td></td>
<td>• THE MBP Workshop is a 2-day educational experience led by a team of expert faculty. The online courses are prerequisites to attending the workshop.</td>
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<tr>
<td></td>
<td>• Please refer to the MBP AP³ Curriculum section of this document for information about each course.</td>
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<tr>
<td></td>
<td>• Please refer to the MBP Workshop agenda for the workshop schedule.</td>
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<td></td>
<td>• See cap.org/learning for the current workshop schedule.</td>
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</tbody>
</table>
### 3. COGNITIVE ASSESSMENT

Participants must successfully complete a cognitive assessment.

- The MBP cognitive assessment will consist of 70 multiple-choice questions and will be delivered online in a proctored environment.
- Participants are eligible to take the cognitive assessment after completing the required MBP AP³ courses (see Element 2 above). It is strongly recommended that participants take the cognitive assessment within three weeks of completing the workshop.
- The MBP AP³ cognitive assessment will be delivered through PSI, a testing service ([http://corporate.psionline.com/](http://corporate.psionline.com/)). This cost is included in the AP³ fee. Participants are responsible for all associated travel expenses and for completing the assessment at one of PSI’s 250 convenient facilities. For details on how to schedule an assessment in a nearby testing site, please refer to the information mail that you will receive from CAP Learning once you have registered for the program.
- Participants who do not receive a passing score may retake the cognitive assessment up to two times. Assessment retakes will be available through the testing vendor. After a second retake attempt, participants who do not pass are no longer eligible to receive the Certificate of Recognition. The participant is responsible for all associated travel expenses.
### Program Elements, continued

<table>
<thead>
<tr>
<th>CAP AP3 Elements</th>
<th>Multidisciplinary Breast Pathology (MBP) AP3 Elements</th>
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<tbody>
<tr>
<td><strong>4. PRACTICAL ASSESSMENT</strong></td>
<td>Participants must successfully complete a practical assessment which consists of two key components:</td>
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<tr>
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<td>1. Documentation of attendance at 6 multidisciplinary tumor board conferences in a consecutive <strong>six month time frame</strong></td>
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<td></td>
<td>2. Submission of sample pathology reports, including:</td>
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<td></td>
<td>o Five consecutive pathology reports of <strong>primary excisions</strong> for invasive breast carcinoma <em>(Note: core biopsies are not acceptable.)</em></td>
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<tr>
<td></td>
<td>o Two consecutive pathology reports of <strong>primary excisions</strong> for breast ductal carcinoma in situ (DCIS). <em>(Note: core biopsies are not acceptable.)</em></td>
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<td></td>
<td>o One to two predictive factors testing results reports. <em>(Note: These reports may be for either core biopsies or primary excisions.)</em></td>
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<tr>
<td></td>
<td>The invasive breast carcinoma and DCIS reports must be consecutive cases for which the participant was the pathologist who signed out the case (not consecutive cases within the department). Participants will be expected to attest that the cases are consecutive upon submission.</td>
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<td></td>
<td>All reports submitted should be for cases seen while participating in the program and should adhere to the standard report format of your laboratory.</td>
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<td>Reports will be evaluated by content experts based on adherence to required elements outlined in current CAP Cancer Protocols and the ASCO-CAP Guideline Recommendations for HER2 and Hormone Receptor (ER/PgR) Testing.</td>
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<tr>
<td></td>
<td>Participants may begin work on the practical assessment following completion of the prerequisite MBP AP³ courses. Detailed information regarding the practical assessment and its prerequisites will be provided at the workshop.</td>
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<tr>
<td></td>
<td>Participants who do not pass the practical assessment the first time may retake it up to two times. After a second retake attempt, participants who do not pass are no longer eligible to receive the Certificate of Recognition.</td>
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</table>

Participants who successfully complete the **MBP AP³** elements will receive a Certificate of Recognition, which is valid for a five-year period.
Core Curriculum

The MBP AP³ core curriculum focuses on providing pathologists with the knowledge and skills needed to be a vital member of the patient care team. Further, the curriculum fulfills Program Element #2, Ongoing Education. The CAP’s MBP AP³ curriculum is organized and summarized below by two delivery modalities: online and faculty-led. For course sequence, please refer to the MBP AP³ Workshop Agenda section.

ACCREDITATION

The College of American Pathologists (CAP) is accredited by the Accreditation Council for Continuing Medical Education (ACCME) to provide continuing medical education for physicians.

Accreditation in Canada

One or more of the online courses in this program are Accredited Self Assessment Program (Section 3) as defined by the Maintenance of Certification Program of the Royal College of Physicians and Surgeons of Canada, approved by the Canadian Association of Pathologists. The maximum number of CPD credits to be claimed is specific to each course. Remember to visit MAINPORT to record your learning and outcomes.

TECHNICAL REQUIREMENTS FOR ONLINE COURSES

Most common operating systems are enabled to run CAP courses. The following systems support the courses:

- Operating System: Windows (Vista, Windows 7, Windows 8), Mac IOS
- Browser Version: Internet Explorer 10.x and newer, Firefox, Chrome, Safari
- Pop-up blockers must be turned off to complete CAP courses.

ACCESSING ONLINE COURSES

Participants must establish a CAP Web account in order to access and complete the online training and cognitive assessment. If you do not have an individual Web account, go to cap.org, then select the Log In/Register button and complete and submit the requested information.
Core Curriculum, continued

MBP AP³ PREREQUISITE ONLINE COURSES
The following online courses, listed in alphabetical order, are available at least one month prior to the workshop:

Breast Predictive Factors Testing Self-Study
Prerequisite Course for the MBP Workshop

Credits: 3.75 CME/SAM

CME Category 1: The CAP designates this internet enduring materials educational activity for a maximum of 3.75 AMA PRA Category 1 Credit™. Physicians should claim only the credit commensurate with the extent of their participation in the activity.

This activity meets the American Board of Pathology’s (ABP) Maintenance of Certificate (MOC) requirements for Self-Assessment Modules (SAM).

SAM: 15-item SAM

MOC Categories: Medical Knowledge, Patient Care

The evaluation and interpretation of breast predictive factors (HER2, ER/PgR) are critical to selecting the most appropriate treatment regimen for women with breast cancer. These important tests suffer from significant false-positive and false-negative rates. Many of the factors influencing testing accuracy happen before the test is actually performed. In this course, you learn about the standardization of these preanalytical variables, including specimen handling and tissue fixation, via a current literature review. You review the ASCO-CAP ER/PgR and HER2 Guidelines documents in their entirety; learn the rationale for the Guidelines via scientific evidence; and consider strategies for implementing the guidelines. The course will also introduce you to information on molecular analysis and its impact on patient care decisions.

Course Objectives

- Explain the ASCO-CAP ER/PgR Testing Guideline and its implications for laboratory procedures, test results, and patient care
- Explain the ASCO-CAP HER2 Testing Guideline and its implications for laboratory procedures, test results, and patient care
- Determine when it is appropriate to repeat an ER/PgR or HER2 test per the ASCO/CAP Guidelines
- Explain the importance of tissue handling and its impact on ER/PgR and HER2 assay performance
- Explain the potential use of molecular analysis in patient care decisions
Core Curriculum, continued

MBP AP³ PREREQUISITE ONLINE COURSES, continued

Correlating Pathology Results to Breast Imaging

Credits: 3.25 CME/SAM

CME Category 1: The CAP designates this internet enduring materials educational activity for a maximum of 3.25 AMA PRA Category 1 Credit™. Physicians should claim only the credit commensurate with the extent of their participation in the activity.

This activity meets the American Board of Pathology's (ABP) Maintenance of Certificate (MOC) requirements for Self-Assessment Modules (SAM).

SAM: 15-item SAM

MOC Categories: Medical Knowledge, Patient Care

Correlating the histologic and radiographic findings is essential to ensure that the abnormality identified by imaging studies has been properly evaluated. Failure to perform proper correlation can result in a false negative diagnosis if a suspicious lesion was inadequately sampled, an underestimate of the extent of disease, delayed diagnosis of malignancy, and/or failure to identify nonmalignant high-risk lesions for which additional measures may be indicated. In this course you’ll learn to identify key features in radiographic images that prompt biopsy and when it is appropriate to recommend excision after a core biopsy. You will also have an opportunity to practice correlating imaged findings with histologic findings and recommending a course of action when the findings do not correlate.

Course Objectives

- Identify features in radiographic images for which biopsy is indicated
- Identify when it is appropriate to recommend excision after core biopsy
- Correlate radiographic and histologic findings and recommend a course of action when the two do not correlate
Diagnosing and Classifying Hyperplasia, Atypical Hyperplasia, and Low-Grade DCIS

Credits: 1.25 CME/SAM

CME Category 1: The CAP designates this internet enduring materials educational activity for a maximum of 1.25 AMA PRA Category 1 Credit™. Physicians should claim only the credit commensurate with the extent of their participation in the activity.

This activity meets the American Board of Pathology's (ABP) Maintenance of Certificate (MOC) requirements for Self-Assessment Modules (SAM).

SAM: five-item SAM

MOC Categories: Medical Knowledge, Patient Care

Breast cancer is a morphologically and clinically diverse disease. The successful treatment for the patient relies on an accurate diagnosis of the morphological changes. In this course, you will learn to distinguish usual ductal hyperplasia from atypical ductal hyperplasia and low-grade ductal carcinoma in situ (DCIS), as well as flat epithelial atypia (FEA) from various columnar cell lesions. You will also learn the clinical significance and the current management of these diagnoses.

Course Objectives

- Distinguish usual ductal hyperplasia from atypical ductal hyperplasia and low-grade ductal carcinoma in situ (DCIS)
- Distinguish flat epithelial atypia from various columnar cell lesions
Essential Elements of Multidisciplinary Breast Cancer Reporting

Credits: 1.25 CME/SAM

CME Category 1: The CAP designates this internet enduring materials educational activity for a maximum of 1.25 AMA PRA Category 1 Credit™. Physicians should claim only the credit commensurate with the extent of their participation in the activity.

This activity meets the American Board of Pathology's (ABP) Maintenance of Certificate (MOC) requirements for Self-Assessment Modules (SAM).

SAM: five-item SAM

MOC Categories: Medical Knowledge, Patient Care

Breast cancer is a morphologically and clinically diverse disease. Providing clear and concise reporting of the pathologic findings will provide the patient's health care team the information they need to select the best treatment for the patient. In this course you will learn to follow the latest published recommendations for breast cancer reporting and staging, as well as the best format to use when communicating results to the health care team.

Course Objectives

- Follow published recommendations for breast cancer reporting and appropriate staging
- Generate clear, accurate and complete reports that effectively communicate results and treatment implications to the patient’s health care team
Factors of Breast Conservation

Credits: 3.75 CME/SAM

CME Category 1: The CAP designates this internet enduring materials educational activity for a maximum of 3.75 AMA PRA Category 1 Credit™. Physicians should claim only the credit commensurate with the extent of their participation in the activity.

This activity meets the American Board of Pathology's (ABP) Maintenance of Certificate (MOC) requirements for Self-Assessment Modules (SAM).

SAM: 15-item SAM
MOC Categories: Medical Knowledge, Patient Care

No significant difference in overall or disease-free survival exists when comparing breast conservation therapy (BCT) with mastectomy, but BCT holds the advantage of preserving the breast. In this course, you'll gain a better understanding of the clinical studies for BCT and learn how to apply the rationale and clinical goals of BCT to your pathologic evaluation of breast specimens. You will also learn how to identify eligible patients, the best approach for specimen handling, effective methods of margin evaluation, and the effects neoadjuvant therapy has on the pathology. You will practice applying these skills to realistic breast cancer scenarios and have the opportunity to hear a discussion of challenges as well as gather best practices used by faculty experts, including a radiation oncologist.

Course Objectives

- Apply the rationale and clinical goals for breast conservation to your pathologic evaluation of breast specimens
- Explain the role of radiation therapy in breast conservation
- Determine patient eligibility for breast conservation therapy
- Accurately evaluate all margins by gross and microscopic evaluation and submit tissue for histologic examination of the surgical specimen as appropriate for the type and size of the specimen
- Determine when re-excision is necessary, based on specimen assessment and imaging studies
- Perform an optimal pathologic evaluation of breast specimens after neoadjuvant therapy
Core Curriculum, continued

**MBP AP³ PREREQUISITE ONLINE COURSES, continued**

**Understanding Breast Imaging Terminology**
*Prerequisite Course to Correlating Pathology Results to Breast Imaging*

**Credits:** 1.75 CME/SAM

CME Category 1: The CAP designates this internet enduring materials educational activity for a **maximum of 1.75 AMA PRA Category 1 Credit™**. Physicians should claim only the credit commensurate with the extent of their participation in the activity.

This activity meets the American Board of Pathology's (ABP) Maintenance of Certificate (MOC) requirements for Self-Assessment Modules (SAM).

**SAM:** five-item SAM

**MOC Categories:** Medical Knowledge, Patient Care

Correlating the histologic and radiographic findings is essential to ensure that the abnormality identified by imaging studies has been properly evaluated. This course will focus on common breast imaging terminology and the application of mammography, ultrasound, and MRI imaging modalities used in evaluating breast lesions. Faculty will reference imaging studies of the most common breast abnormalities throughout the course. You will also have the opportunity to complete review questions to check your understanding of the material.

**Course Objectives**

- Understand common terminology associated with major imaging modalities (mammography, ultrasound, and MRI)
- Recognize BI-RADS® classification and nomenclature
Use of Immunohistochemistry in the Diagnosis of Breast Lesions

Credits: 1.25 CME/SAM

CME Category 1: The CAP designates this internet enduring materials educational activity for a maximum of 1.25 AMA PRA Category 1 Credit™. Physicians should claim only the credit commensurate with the extent of their participation in the activity.

This activity meets the American Board of Pathology's (ABP) Maintenance of Certificate (MOC) requirements for Self-Assessment Modules (SAM).

SAM: five-item SAM

MOC Categories: Medical Knowledge, Patient Care

Immunohistochemical studies are increasingly being used to aid in the diagnostic evaluation of breast lesions. The course will emphasize potential pitfalls in interpretation and will discuss both common as well as less recognized (but often more challenging) sources of diagnostic error. You will learn correlative morphological features to help you interpret confusing or indeterminate immunohistochemical results. You will also gain an understanding of the appropriate settings in which these immunohistochemical studies may be diagnostically helpful and an appreciation of their uses and limitations in daily practice.

Course Objectives

- Interpret commonly used immunohistochemical studies
- Recognize potential interpretative pitfalls
- Utilize correlative morphologic features
Core Curriculum, continued

FACULTY-LED WORKSHOP

Length: 2 days  
Credits: 14.0 CME  
MOC Categories: Medical Knowledge, Patient Care

Course Objectives

- Understand the implications of findings from the major breast imaging modalities, and correlate these findings with clinical and histologic information in order to provide appropriate recommendations for patient management and additional diagnostic steps when needed.
- Explain and implement best practices in breast pathology: specimen handling, assay criteria and selection, process management, and remediation of test performance issues in support of optimum patient care.
- Evaluate and interpret breast predictive factors test results following the ASCO-CAP Guidelines for cases representing all levels of complexity, integrating the test results with clinical and morphologic findings.
- Explain breast cancer treatment options and their associated toxicities, cost implications, and efficacy as indicated by test results.
- Review communication skills to more clearly communicate breast histology results and patient treatment implications with clinicians, multidisciplinary health care teams, and patients proactively and collaboratively.

The workshop includes multiple opportunities to discuss strategies needed by breast pathologists for handling difficult cases and to receive feedback from expert faculty. Workshop modules include:

BPF Test Interpretation and Patient Treatment Implications

Breast cancer is a morphologically and clinically diverse disease. ER/PgR and HER2 are known breast cancer markers that are used to identify subsets of patients for targeted therapy. This approach to clinical management requires an accurate assessment of these markers to help ensure that the most appropriate patients are treated. In this course, you explore the therapeutic implications of accurate testing on breast cancer care. You hear directly from an oncologist about how breast predictive factors are used to guide treatment decisions and why pathologists are important to the process. You participate in a tumor board simulation that includes real patient cases, covering a variety of breast cancer clinical scenarios, where you help determine appropriate next steps for each case. You have ample opportunity to ask questions about specific interpretation challenges you face, and to learn more about the ASCO-CAP Guidelines on ER/PgR and HER2 interpretation from faculty experts.
Core Curriculum, continued

FACULTY-LED WORKSHOP, continued

Putting It All Together
In this wrap-up session, you have the opportunity to discuss your challenges in breast pathology and gather best practices used by faculty experts and your colleagues.

Multidisciplinary Communications
Treating breast cancer effectively requires a multidisciplinary team approach made up of pathologists, oncologists, surgeons, and radiologists. Pathologists are well suited to serve as advisors on these multidisciplinary medical teams. To succeed in this role, pathologists need to increase the frequency and quality of their interactions with clinicians about patient diagnosis and treatment. In this course, you will learn the necessary dialogue skills for expressing ideas clearly and confidently, establishing credibility, building relationships, and influencing others in your day-to-day interactions. You practice applying these new skills to realistic breast cancer scenarios. Opportunities are given to discuss your challenges and gather best practices used by faculty experts and your colleagues.
Workshop Agenda

Participants should plan on staying for the entire workshop as completion of all CME is a requirement to obtain the Certificate of Recognition. In addition, early departure from the workshop may impact performance of the cognitive and practical assessments.

Prior to attending the workshop, participants should complete all seven online courses. The workshop is two days in length. The agenda is provided below.

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
<th>Session Title</th>
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</thead>
<tbody>
<tr>
<td>Day 1</td>
<td>7:00–8:00 AM</td>
<td>Check-in and Continental Breakfast</td>
</tr>
<tr>
<td></td>
<td>8:00 AM– Noon</td>
<td>Welcome BPF Test Interpretation and Patient Treatment and Implications – Part I</td>
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<td></td>
<td>Noon–1:00 PM</td>
<td>Group Lunch</td>
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<tr>
<td></td>
<td>1:00–5:00 PM</td>
<td>BPF Test Interpretation and Patient Treatment and Implications – Part II</td>
</tr>
<tr>
<td>Day 2</td>
<td>8:00–9:00 AM</td>
<td>Check-in and Continental Breakfast</td>
</tr>
<tr>
<td></td>
<td>9:00–Noon</td>
<td>Putting It All Together</td>
</tr>
<tr>
<td></td>
<td>Noon–1:00 PM</td>
<td>Group Lunch</td>
</tr>
<tr>
<td></td>
<td>1:00–4:00 PM</td>
<td>Multidisciplinary Communications</td>
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Additional Participation Information

ENROLLMENT

- The CAP's MBP AP³ curriculum (nine courses) is available to pathologists (members and nonmembers) who do not plan to take the assessments and earn the MBP AP³ Certificate of Recognition.
- Pathologists may take the MBP curriculum as open enrollment and enter the program at a later date.
- The Cognitive and Practical assessments are only available to MBP AP³ participants.

ASSESSMENT SCHEDULING

- For maximum learning and performance effectiveness, The CAP advises program participants to follow the guidelines provided below.

<table>
<thead>
<tr>
<th>Completion Guidelines</th>
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<tr>
<td><strong>CME</strong></td>
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<tr>
<td>Participants should complete the MBP AP³ core curriculum before completing the Cognitive and Practical Assessments.</td>
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</tbody>
</table>

PROGRAM COMPLETION

MBP AP³ participants need to complete the CME and submit assessment requirements within one year following completion of the workshop; otherwise a new application and enrollment fee are required.

NOTIFICATION OF REQUIREMENTS COMPLETION

Upon receipt of all components of the participant’s practical assessment, the CAP will notify the participant in three months if the participant met all the requirements for successful completion of the MBP AP³ Certificate of Recognition. The participant will receive the certificate four to six weeks after notification.
Certificate Maintenance

MBP CERTIFICATE OF RECOGNITION MAINTENANCE AND RENEWAL REQUIREMENTS

The MBP AP³ certificate of recognition is valid for five years. The MBP maintenance and renewal requirements are intended to ensure MBP Certificate of Recognition holders maintain and apply an appropriate level of content and practice expertise to their laboratory responsibilities and assert themselves as active, contributing members of the breast patient care team. There are four required elements:

1. Maintenance of CME

To be eligible for MBP renewal, the certificate holder is required to complete at least 20 AMA PRA Category 1 Credits™ on related topics during the five-year maintenance period; this is an average of four Category 1 credits per year. Eligible CME credit includes participation in all MBP technical updates. **Note: CME credits earned while participating in tumor boards are not eligible.**

The certificate holder must participate in all MBP technical updates provided by the CAP on an as-needed basis. The technical updates may be in the form of webinars, online courses, and article distribution and may/may not include a SAM component. If these technical updates are CME Category 1 activities, such credits can be applied to the CME requirement above.

Topics consistent with the program’s learning objectives include:

- Diagnosing breast diseases
- Breast predictive factor testing
- Ancillary studies
- Breast specimen handling and processing
- Correlating breast imaging to pathology
- Factors of breast conservation
- Treatment of breast cancer
- Effective multidisciplinary communication

The certificate holder must provide documentation that includes the CME activity name, number of credits earned, date completed, and provider name on the MBP AP³ Maintenance Submission Form. Examples of acceptable forms of documentation include training certificates, training transcripts, and signed letters from the CME provider verifying successful completion of the CME activity. CAP staff will verify the completion of CAP-related education activities; however, the certificate holder should still list the CAP-related activities on the form.
2. Laboratory Inspection or Self-Inspection

To be eligible for MBP renewal, the certificate holder must submit verification of participation as a laboratory inspector or in a self-inspection, focused on the AP checklist with emphasis on BPF testing during the five-year maintenance period.

3. Tumor Board Attendance

To be eligible for MBP renewal, the certificate holder must submit documentation verifying attendance at a minimum of 12 multidisciplinary breast tumor conferences or multidisciplinary patient care and treatment planning sessions per year during the five-year maintenance period. The certificate holder should either submit the records from his or her institution that document his or her participation in these events, or submit a letter from the person who coordinates the meetings attesting to his or her participation in a minimum of 12 such conferences per year. Documentation must clearly indicate dates of attendance as well as evidence of conference content that includes a discussion of breast cases in a multidisciplinary discussion. **Note:** Submission of conference agendas by themselves is not sufficient documentation of actual attendance.

4. Performance Documentation (Sample Reports)

To be eligible for MBP renewal, the certificate holder must submit three sample pathology reports, completed within the last 12 months prior to renewal, including:

- One invasive carcinoma reports (of primary excisions)
- One DCIS report (of primary excision)
- One predictive factors report

**MAINTENANCE AND RENEWAL FEE**

The fee for maintenance and renewal is $200. This does not include costs associated with participation in CAP MBP Technical Updates or other CME.

**NOTIFICATION OF MAINTENANCE AND RENEWAL DEADLINE**

CAP Learning will notify the certificate holder one year in advance of the date his/her certificate expires. Additional reminder notifications will be sent six months, three months, and one month prior to expiration.
Program Registration

HOW TO ACCESS THE REGISTRATION FORM
The MBP AP³ registration form is located on the MBP AP³ page in the CAP Learning Portal. You will need to answer “Yes” to at least one of the eligibility requirements. If you do not meet the eligibility requirements but you are interested in this program, please contact ap3@cap.org.

HOW TO REGISTER
To start the MBP AP³ enrollment process, submit your completed MBP AP³ registration form along with your payment via email at ap³@cap.org, fax at 847-832-8006, or mail to:

College of American Pathologists
CAP Learning, AP³
325 Waukegan Road
Northfield, IL 60093

Participants who would like to complete the core curriculum, but not the full MBP AP³ program, should complete and submit the registration form and payment to CAP Learning per the contact information provided in this section. Participants selecting MBP AP³ registration will receive priority registration for the MBP Workshop. Registrations will be processed on a first-come, first-served basis.

REGISTRATION FEES
MBP AP³ Fee*: CAP Member
Fee includes all online courses, the two-day Workshop, the cognitive assessment, the practical assessment and the CAP Certificate of Recognition upon successful completion of all AP³ requirements. The current fee for the MBP AP³ program is located on the registration form.

MBP CME Only Fee*: CAP Member
Fee includes all online courses and the two-day Workshop. The current fee for the MBP CME Only program is located on the registration form.

* Fees exclude travel expenses (airfare, lodging, some meals, etc.)

AP³ PROGRAM COMPLETION
MBP AP³ participants need to complete and pass the CME and Cognitive Assessment and submit all Practical Assessment requirements within one year following completion of the workshop; otherwise, a new registration form and enrollment fee is required.
CANCELLATION POLICY

Please contact the CAP should you decide to cancel your registration in the program. The CAP will refund your registration fee, less a $100 processing fee, if you cancel prior to beginning the curriculum. After that, the CAP will consider refunds on a case-by-case basis. No refunds will be issued for online course cancellations received after the coursework is initiated.

Should you need to cancel your workshop registration, please contact the CAP as soon as possible. The CAP will apply your payment to a future MBP AP³, provided you cancel within two weeks prior to the workshop.

The CAP reserves the right to cancel any AP³ CME workshop without prior notice for insufficient preregistration or for any other reason. The CAP is not responsible for airline or hotel cancellation penalties or any other losses incurred as a result of cancellation.

WITHDRAWAL AND REFUND POLICY FOR AP3 PARTICIPATION

Participants may withdraw from CAP AP³ at any time. To withdraw, please submit a written request to the CAP Council on Education. If you currently hold a MBP AP³ Certificate of Recognition, the effective date of the certificate will cease on either the date of notification or a future date you specify, provided the future date is no later than the anniversary date of the certificate.

The CAP will manage participant requests for a program fee refund on a case-by-case basis. You must submit your refund request in writing separately from your request to withdraw from CAP AP³. The CAP will refund your registration fee, less a $100 processing fee, if the request to withdraw occurs prior to you beginning the CAP AP³ curriculum.

QUESTIONS?

Please contact:

CAP Learning, AP³
College of American Pathologists
325 Waukegan Road
Northfield, IL 60093
Tel: 800-323-4040 option 1
Fax: 847-832-8006
Email: ap³@cap.org

Find additional information on this and other AP3 programs in the CAP Learning Portal at cap.org/learning.