Welcome to the AMERICAN BOARD OF PATHOLOGY (ABPath),

This page will provide instructions on using PATHway, your online tool for managing residents through their pathology training and board certification process. This is the same system residents will use to complete their board certification exam application. Please see below to familiarize yourself with PATHway.

PATHway can be accessed via the ABPath homepage or at https://wds.dataharborsolutions.com/ABPathOrg/Default.aspx

For questions or assistance contact: Mary Pyfrom, Primary Certification Coordinator at Mary@abpath.org

THE AMERICAN BOARD OF PATHOLOGY
A Member Board of the American Board of Medical Specialties

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Program PATHway Login
- There is one login for each program.
- The Program Director and Program Coordinator share the same login.
- You cannot use the 'Create Username' or 'Forgot Username/Password' link to access the program login information. If you do not remember your login information contact Mary@abpath.org.
- It is possible for a Program Director to have **multiple logins**. You may have a login for access to your personal information as a diplomate, another as the Program Director, and another as Director of a Fellowship Program. **They are not interchangeable.**

Change of Program Directors
- If you have a change in Program Directors, please provide the new Program Director with your program's current username and password.
- The new Program Director may then log in and update the name and email address on the Program Profile tab and change the username and password.

Resident Applications for Board Certification
- Board certification application links will be available in each resident's PATHway account in their final year of training. September 15 for the Spring exams and February 16 for the Fall exams.

- The board certification application must be completed by the resident and finalized by the application deadline date. (January 15 - Spring; May 15 - Fall)
- You will receive an automated email notification when an application is submitted by your residents.
- Please review each application carefully, verify that the information is correct, approve the application and complete the program director evaluation.
- The application will be reviewed by the Credentials Committee only after it is finalized by the applicant, reviewed/approved by you, the Program Director, and the evaluation has been submitted. Delays in reviewing the application, completing/submitting the evaluation will delay the final approval by the ABPath of the application.

Explanation of the Tabs in PATHway Shown Above

Program Profile
- There are fields for the Program Director's name, email address, and the Program Coordinator's name and email address.
- It is important to keep the Program Director and Coordinator's information current to receive important information from ABPath.
- All emails will be sent to the Program Director and the Program Coordinator.
- The username and password may be changed under the Program Profile tab.
- You may update this information at any time to keep current.

Resident Management
- As Program Director, you or your Coordinator are responsible for adding your new PGY 1 residents and updating your current residents' PGY status for the new academic year beginning July 1.
- *The deadline to complete and submit is September 1*.
- As a reminder an email will be sent from ABPath when Resident Management/Tracking has opened.
- **It is very important to enter the data correctly**. This information will be used to create the resident's permanent record, so you must enter their full legal name, not a nickname.

Resident Ratings
- The American Board of Medical Specialties has indicated that its member boards should be assessing resident competency in an ongoing manner. Therefore, to obtain information on residents' progress in meeting the ACGME competencies, a competency 'report card' is included as part of the Resident Tracking program.
- When you have completed Resident Management data entry for your residents, complete the Resident Ratings for all residents from the previous year.

- Each resident should be rated on their performance for the preceding year in all six ACGME competencies.
- All ratings have been defaulted to "Appropriate for Level."
- The rating choices are:
    - Appropriate for Level,
    - Needs Improvement,
    - Not Evaluated. Not Evaluated should only be used for a resident who has transferred into the program.
- There are no ramifications for a rating of 'Needs Improvement' if all competencies are met by the time the application for board certification is submitted and the Program Director completes the evaluation form.
- PGY-1 residents **will not appear** on the ratings page.

Resident Evaluations
- The program director has a critical role and responsibility to truthfully evaluate residents as part of the certification process.
- **It is the responsibility of the Program Director to complete the evaluation form.**
- **If the status of the resident's competencies changes prior to completion of training, please contact the ABPath immediately with updates.**
- The Resident Evaluation includes the ACGME competencies. You must make a recommendation to the ABPath regarding the applicant's qualifications to take the certifying examination and ability to enter autonomous practice.
- Prompt completion of the Resident Evaluation is required to complete the application process.
- You may discuss your evaluation with the applicant.
- Deadline to complete/submit is February 15 - Spring; June 15 - Fall.

Program Performance Report
- The Program Performance Report is posted to the 'Reports' tab in January of each year.
- ABPath will send an email when the reports are available for review.
- The data reported in the tables indicates how trainees from your program performed on certifying exams and how your program performed compared to other programs.
- When your Program Performance Report is posted, please review the report carefully and save it for future use.
- Do *not* wait until your ACGME site visit to review the report.
- If you find discrepancies in the report, please contact Mary@abpath.org before February 28.