



# DIPLOMA IN SPORT AND EXERCISE MEDICINE EXAM – APPLICATION FORM 2017

**DATE: May 7, 2017**

**LOCATION:  
Montfort Hospital  
713 Montreal Rd  
Ottawa, ON K1K 0T2**

<i>Place Photo here and sign underneath</i>

*Please type or use Block Capitals*

**Date of Application:**

**Application Type:** Fellow   
Practice Eligible

**Name in full** (*as it will appear on the diploma certificate*)

**Address:**

**City:** \_\_\_\_\_ **Province:** \_\_\_\_\_ **Postal Code:** \_\_\_\_\_

**Email:**

**Sex:**            **Citizenship:**    **DOB:** \_\_/\_\_/\_\_\_\_



**Language:**

Preferred Language to Sit the Exam (French/English):

---

**Medical Education**

Medical School Attended: \_\_\_\_\_

Degree (s): \_\_\_\_\_

Date of Graduation: \_\_\_\_\_

**Internships (please complete if applicable)**

University: \_\_\_\_\_ Type: \_\_\_\_\_

Date: \_\_\_\_\_

**Residencies**

University: \_\_\_\_\_ Type: \_\_\_\_\_

Date: \_\_\_\_\_

**Fellowships (Please complete Exam Release Completion Form)**

University: \_\_\_\_\_ Type: \_\_\_\_\_

Date: \_\_\_\_\_



## **Current Practice**

How many years in Active Practice (Location with Dates):

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

Please select area of primary practice:

- |                             |                            |
|-----------------------------|----------------------------|
| ... Anesthesiology          | ... Occupational Medicine  |
| ... Cardiovascular Medicine | ... Orthopedic Surgery     |
| ... CCFP                    | ... Other                  |
| ... CCFP (EM)               | ... Pediatrics             |
| ... Emergency               | ... Physical Med and Rehab |
| ... Family Practice         | ... Podiatry               |
| ... Fellow                  | ... Psychiatrist           |
| ... FRCP                    | ... Resident               |
| ... Geriatrics              | ... Rheumatology           |
| ... Internal Medicine       | ... Sport Medicine         |
| ... Military Medicine       |                            |
| ... Neurosurgery            |                            |

Percentage of Current Practice that is dedicated to sport medicine

Choose which location best describes the majority of your practice:

a) Rural

b) Urban

Are you university-affiliated?  Yes  No

Are you actively teaching?  Yes  No



## **CASEM Membership**

Are you a member of CASEM? Yes  No

(If **NO**, please enclose a completed application form for membership and include the membership fee with payment of the examination fee or join online

<http://casem-acmse.org/>

This application **CANNOT** be processed unless it is accompanied by the following:

### **Practice Eligible Route**

1. One signed photograph - please paste on page 1 of application in box provided OR e-mail your picture to [rmenard@casem-acmse.org](mailto:rmenard@casem-acmse.org)
2. List of logged hours, listed in the attached log sheets
3. Application fee of \$1500.00 (including \$200.00 non-refundable exam submission fee; (if payment by cheque, please submit two cheques) *(please read Refund Policy very carefully)*).
4. Certificate of Attendance for 1 provincial or 1 national sport medicine conference *(held within previous two years)*
5. CASEM membership payment for the current calendar year has to be up-to-date.

### **Fellowship Route**

1. One signed photograph - please paste on page 1 of application in box provided OR e-mail your picture to [rmenard@casem-acmse.org](mailto:rmenard@casem-acmse.org)
2. List of logged hours, listed in the attached log sheets
3. Application fee of \$1500.00 (including \$200.00 non-refundable exam submission fee; (if payment by cheque, please submit two cheques) *(please read Refund Policy very carefully)*).
4. Fellowship letter from the Fellowship Director of your Sport Medicine Fellowship Program
5. Completed Exam Result Release Form
6. CASEM membership payment for the current calendar year has to be up-to-date.



Canadian Academy of Sport and Exercise Medicine

Académie canadienne de médecine du sport et de l'exercice

## CASEM DIPLOMA IN SPORT AND EXERCISE MEDICINE 2017 EXAM FEE PAYMENT

**Exam Fee Payment \$1,500.00**

VISA

M/C

### **Payment by cheque #**

Please make out 2 cheques for (\$200.00 and \$1,300.00)

A \$200.00 exam application fee will be charged when your application is received.  
This application fee is non-reimbursable. The balance of the fee will be charged after  
the deadline for the exam application has passed.

Card Number: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Expiration Date: \_\_\_\_/\_\_\_\_

NAME ON CARD \_\_\_\_\_

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_



## **REFUND POLICY CASEM DIPLOMA EXAM IN SPORT AND EXERCISE MEDICINE**

All interested candidates are required to submit their completed application form and exam fee of \$1500.00 to confirm their position to sit the CASEM Diploma Exam.

**DATE: May 7, 2017**

**LOCATION:**

**Montfort Hospital  
713 Montreal Rd  
Ottawa, ON K1K 0T2**

### **WITHDRAWAL OR CANCELLATION POLICY**

WRITTEN NOTICE OF WITHDRAWAL from the exam process MUST BE RECEIVED BY HEAD OFFICE.

If notice of withdrawal is received after your application has been approved (once the date and location have been confirmed and you have agreed to sit) the following attrition policy will apply:

### **ATTRITION POLICY**

3 months to the date of the examination the candidate loses entire fee of \$1,500.00. *(February 7, 2017)*

3 - 5 months from date of examination \$200 admin fee is forfeited, \$800 will be held toward one of the next two exams and \$500 will be returned back to the candidate. *(December 7, 2016-February 7, 2017)*

From the date your application is accepted until 5 months from date of examination - \$200 admin fee only forfeited, \$1,300.00 returned to candidate. *(December 7, 2016)*



## **ELIGIBILITY CRITERIA TO SIT THE CASEM EXAM**

1. All candidates must be members in good standing of (the) CASEM at the time they apply to sit the examination.
2. All candidates must have a license to practice medicine. Physicians practicing outside Canada must be licensed to practice in their country of residence.
3. The candidate must also have one of the following:
  - a) A minimum of 2 years of independent MEDICAL practice, which must include attendance at 1 provincial, or national sport medicine conference and documented participation of 50 hours of team/sport/event coverage.

OR

- a) The candidate must be a Fellow of the Royal College of Physicians and Surgeons or College of Family Physicians of Canada and have completed a one-year Sport Medicine fellowship recognized by a University Faculty of Medicine Program. The program must include documented participation of 50 hours of team/sport/event coverage.\*

*(\*For candidates taking a one year Sport Medicine Fellowship and who take the exam before the full completion of that year, the Diploma will be sent upon successful completion of the fellowship year.)*

The Sport Medicine Fellowship is recognized by the following criteria:

- A letter signed by a University affiliated CASEM Dip Sport Medicine physician which states that the candidate was under their supervision and is expected to meet the core competencies in the sport and exercise medicine (as outlined by the CASEM Fellowship Committee)
- The fellowship has to be one uninterrupted year.

If you do not fulfill all of the above criteria and would like to apply for an exemption to the eligibility criteria to sit the diploma in sport and exercise medicine exam please contact the chair of the credentials committee Dr. Janice Harvey [jaharvey@mcmaster.ca](mailto:jaharvey@mcmaster.ca).



## **CODE OF CONDUCT**

Any action that might compromise the proper conduct of the Diploma in Sport Medicine examination administered by the Canadian Academy of Sport and Exercise Medicine (CASEM) is considered unprofessional behavior and is in breach of the Candidate Code of Conduct. Such actions might include:

- attempting to give or receive information from other candidates (talking or passing notes) or from any other source (i.e., using an electronic device) during the examination,
- attempting to observe the answers of, or show answers to, another candidate,
- attempting to copy or remove examination materials from the examination site,
- attempting to divulge to anyone the nature or content of any question or answer on the Diploma in Sport Medicine examination.

Any candidate found to have violated the Candidate Code of Conduct will face penalties to be determined by the CASEM Credentials Committee and the Board of Directors of CASEM. Consequences of unprofessional behavior may include forfeiture of examination fees, invalidation of examination results, suspension or disqualification from future examinations.

## **NON DISCLOSURE STATEMENT**

In recognition of the duty of The Canadian Academy of Sport and Exercise Medicine (CASEM) and of myself to the public to ensure that only physicians who fully and fairly pass the Diploma examination be granted the Diploma in Sport Medicine designated by CASEM,

I hereby attest that I will not perform any action that might compromise the proper conduct of the examination and I will abide by the Candidate Code of Conduct as printed above.

I understand that failure to comply with this attestation may result in penalties to be determined by the Credentials Committee and the Board of Directors of CASEM which may include: forfeiture of my examination fees, invalidation of my examination results, and/or disqualification from future examinations of The Canadian Academy of Sport and Exercise Medicine.

I am a candidate for the Diploma in Sport and Exercise Medicine of the Canadian Academy of Sport and Exercise Medicine, and I have read and I am in agreement with the above statements.

---

Signature

Date



# *Exam Results Completion Form*

**\*Exam Result Permission (for Fellowship category applicants only)**

**Candidate Name:** \_\_\_\_\_

**University:** \_\_\_\_\_

I \_\_\_\_\_ grant CASEM permission to share my exam results with my Fellowship Director.

I \_\_\_\_\_ DO NOT grant CASEM permission to share my exam results with my Fellowship Director.

\_\_\_\_\_  
**Candidate's Signature**