

Preface

The Examinee's Manual is prepared and published by the Philippine Board of Anesthesiology (PBA) to assist candidates vying for certification and the ultimate title of "Diplomate" of the PBA. It describes the policies, procedures, regulations and requirements pertinent to Board certification. The Manual is given to Applicants who are qualified to take the three phased examinations given by the PBA to attain the title of Diplomate. It shall be regularly updated with current requirements and any changes that the Philippine Board of Anesthesiology has seen fit to adopt.

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Examinee's Manual Philippine Board of Anesthesiology
January 2016

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1: PHILIPPINE BOARD OF ANESTHESIOLOGY

1.01 Sole certifying body of anesthesiology specialists in the Philippines.

1.02 PURPOSES

The Philippine Board of Anesthesiology was organized in order to:

- A. Advance the highest standards of practice by enhancing educational facilities, learning opportunities and training in anesthesiology and perioperative care. (*Appendix 1*)
- B. Establish and maintain criteria for the designation of a PBA-certified anesthesiologist.
- C. Inform the Association of Philippine Medical Colleges, the Professional Regulation Commission and the Civil Service Commission in the matter of requisites for PBA certification of training programs.
- D. Set, direct and administer the procedures that determine fulfillment of the requisite standards for certification as "Diplomate of the Philippine Board of Anesthesiology (DPBA)".
- E. Serve the public, medical profession, health care facilities and organizations and medical schools by providing the names of physicians certified by the PBA.

1.03 MISSION

The mission of the PBA is to improve the quality of anesthesia healthcare in the Philippines by ensuring and improving the quality of graduate medical education for physicians in anesthesiology training.

1.04 VISION

That the PBA:

- A. Be a source of inspiration, encouragement, support and assistance to all who strive for educational excellence in the field of Anesthesiology;
- B. Be data and evidence-driven;
- C. Lead in setting high standards of core competencies;
- D. Maintain ethical relationships with other professional organizations
- E. Be the spokesperson for the standards and quality of anesthesia practice in the Philippines

2: CERTIFICATION TO THE "DIPLOMATE" STATUS IN ANESTHESIOLOGY

2.01 Definition

"Diplomate Certification" is the process that determines if a graduate of a training program has met the standards required of a specialist in Anesthesiology. These standards are set by the PBA. The examination system for the PBA Primary certificate has three distinct parts: the Written examination, the Oral examination and the Practical examination. Each is designed to assess the different competencies of a Board-certified anesthesiologist.

2.02 Characteristic features of a PBA-certified anesthesiologist

- A. Possesses knowledge, judgment, adaptability, clinical skills, technical facility and personal characteristics to carry out the entire scope of anesthesiology practice;
- B. Is able to communicate effectively with peers, patients, their families and others in the medical community;
- C. Can serve as an expert in matters related to anesthesiology;
- D. Is able to function as the leader of the anesthesiology care team.

2.03 Acquisition of Diplomate status

"Diplomate" status is attained by appropriately- licensed physicians upon:

- A. Completion of residency training in Anesthesiology in a PBA-accredited program, including the Philippine Society of Anesthesiologists Inc. Distance Education Program in Anesthesiology (PSA-DEPA)
- B. Satisfactory performance as defined by the Clinical Competence Committee of the accredited residency program(s).
- C. Successful completion of Written, Oral and Practical examinations administered by the Board.

3: THE WRITTEN EXAMINATION

3.01 Rationale

The **Written Examination** is designed to assess the knowledge of basic and clinical sciences as applied to anesthesiology.

3.02 Examination Dates

The Written Examination is held annually during the third week of March.

3.03 Pass

- A. A passing grade is determined by the Board. Questions in the Written Examination are based on a Blueprint formulated by the Board.
- B. It is necessary for candidates to pass the Written Examination to qualify for the Oral Examination. Candidates must wait at least eleven months after passing the Written Examination to be eligible to sit for the Oral examination.
- C. A "Pass" in the Written Examination is valid for **five (5) years**.

3.04 Fail

Candidates who fail the Written Examination three (3) times shall have to:

- A. Take the In-Training Examinations prior to application to sit for the next written examination.
- B. Show proof of didactic training by attending postgraduate, refresher courses for a minimum of 40 hours (such as DEPA and PSA) before applying to take the Written Examination again.

3.05 Requirements for the Written Examination

Candidates who wish to take the Written Examination:

- A. Must hold a valid, unconditional and unrestricted license to practice medicine in the Philippines;
- B. Must be a graduate and holder of a certificate of satisfactory completion of residency training in an accredited anesthesiology training program;

- C. Have fulfilled all the requirements of their respective accredited Residency Training Programs in Anesthesiology as specified in the Residency Training Handbook;
- D. Have on file with the Philippine Board of Anesthesiology records to show compliance with the requirement for In-Training Assessment for each year of training;
- E. Have completed and logged ALL THE REQUIREMENTS (minimum of 1000) of the PBA for both cases and techniques;
- F. Have a moral, ethical and professional standing satisfactory to the PBA and must not have been convicted of any crime, e.g., crimes of turpitude and drug dependence;
- G. Present a Certificate of good standing from the Philippine Medical Association and the Philippine Society of Anesthesiologists;
- H. Pay all the necessary application and examination fees set by the Philippine Board of Anesthesiology.

3.06 Special situations

- A. If residency training was completed more than 10 years before the date of application, the applicant must submit proof of having re-established his/ her qualifications for admission to the examination system. Acceptable proof consists of having passed the In-Training examination administered annually.
- B. The applicant must initiate the examination process by applying to the PBA within three years of having re-established his/her qualifications for admission to the examination. The validity of the application is three (3) years.

3.07 Evaluation of applicants

- A. The Credentials Committee of the PBA evaluates the qualifications of applicants. An applicant who meets the requisite levels of scholarship and clinical competence gains entry into the examination system and will be informed on or before the 15th of January of each year.
- B. The Board, acting as a committee of the whole, reserves the right not to accept an application.
- C. An applicant has the right to appeal and seek review

3.08 Application

The proper **application form** and other information may be obtained from the PBA office or by writing to the Secretary of the Philippine Board of Anesthesiology.

3.09 Filing and documentation deadlines

The Philippine Board of Anesthesiology must receive the completed application, supporting documents and the appropriate fees on or before January 31 of the year in which the Written examination is to be administered.

3.10 Fees

- A. The **application fee** for primary certification in anesthesiology is Php 2,000.00. It must accompany the completed application received between November 15 of the previous year and January 31 of the current year.
- B. The application fee includes a non-refundable fee of **Php2,000.00 for administrative services**. In the event an application is not accepted, or the application is accepted and subsequently withdrawn by the candidate, the fee for administrative services will be retained. No fee will be remitted if the candidate's notice of withdrawal from the examination system is received in the Board office after the deadline. The deadline for withdrawal is set one month before the scheduled date of examination.
- C. The **examination fee** is Php 2,000.00 for the Written examination. An examination fee is collected even in cases of failure to pass or failure to appear in a previous examination.
- D. A candidate must notify the PBA in the event that he/she is unable to sit for the Written Examination.
- E. The Philippine Board of Anesthesiology is a nonprofit organization. The fees for application and examination are computed on a basis of cost of maintaining the functions of the Board. The Board reserves the right to change the fees when necessary.

4: THE ORAL EXAMINATIONS

4.01 Rationale

The **Oral Certification Examination** is designed to assess the candidate's ability to outline rational anesthesia management of patients presented in simulated clinical scenarios. While the Written Examination is a test of sufficient knowledge in general medicine relevant to anesthesiology, the Oral Examination is intended to test the presence of qualities and expected competencies needed to provide competent independent anesthesia care. (*Appendix 2*)

4.02 Examination Dates

The PBA conducts the Oral Examinations on the last week of January and the first week of February of each year.

4.03 Pass

- A. It is necessary for candidates to pass the Oral Examination to qualify for the Practical Examinations. Candidates will be notified in writing about their eligibility to take the Practical Examinations.
- B. Each candidate shall appear before three (3) panels. Each panel consists of two members.
- C. The candidate is rated on the basis of demonstration of certain qualities and expected competencies needed in the provision of expert independent anesthesia care. (*Appendix 3*).
- D. For a candidate to be given a "Pass", *examinee should have obtained a passing grade of 70 or above on at least four out of six examiners. (Appendix 4)*

4.04 Fail

- A. If the candidate fails to pass the Oral Examination on three (3) attempts, the candidate will be required to attend Mortality and Morbidity Conferences of an accredited training program. A certification of 80% attendance from the Chair will be required. Validity of the Written Examination as a pre-requisite for the oral Examination is **five (5) years**.

4.05 Requirements for the Oral Examination

- A. Candidates become eligible to take the Oral Examinations *eleven (11) months after passing the Written Examination.*
- B. The department chair must certify that a candidate has been in continuous practice of anesthesiology following his/her passing the Written Examination.
- C. Candidates must file a completed Oral Examination application form with the secretariat of the PBA.

4.06 Special situations

A candidate must notify the PBA if he/she is unable to sit for the Oral Examination.

4.07 Evaluation of applicants

The Credentials Committee of the Board of Examiners evaluates the qualifications of applicants to the Oral Examination.

4.08 Application

The proper **application form** and other information may be obtained from the PBA office or by writing to the Secretary of the Philippine Board of Anesthesiology.

4.09 Filing and documentation deadlines

The Philippine Board of Anesthesiology must receive the completed application and the appropriate fee on or before January 7 of the year in which the Oral Examination is to be administered.

4.10 Fees

- A. The **examination fee** for the Oral Examination is Php 4,000.00 which includes a nonrefundable **fee of Php 2,000.00 for administrative services**. In the event an application is not accepted, or the application is accepted and subsequently withdrawn by the candidate, the fee for administrative services will be retained and the balance of the application fee will be refunded. No fee will be remitted if the candidate's notice of withdrawal from the examination system is received in the Board office after the deadline. The deadline for withdrawal is set fifteen (15) days before the scheduled date of examination.
- B. The Philippine Board of Anesthesiology is a nonprofit organization. The fees for application and examination are computed on a basis of cost of maintaining the functions of the Board.
- C. The Board reserves the right to change the fees when necessary.

5: THE PRACTICAL EXAMINATIONS

5.01 Rationale

The **Practical Examination** is designed to assess the candidate's use of his cognitive (content, critical thinking and decision-making), psychomotor and affective skills to manage patients in actual clinical settings. (*Appendix 5*) These qualities and attributes are fundamental in setting apart a Board-certified Diplomate from the holder of a Certificate of Completion of Training (CCT).

5.02 The Examination

The Practical Examinations are conducted on a date and a hospital mutually agreed upon by the Examiner and the Examinee. Preferably it will be conducted at the Examinee's hospital of residency training. The Examinee shall be responsible for the peri-operative care of the patient. The Examiner shall sit in only as a direct observer with no active participation in the management of the case. He shall not in any way be held liable for the patient's anesthesia care.

5.03 Pass

- A. A candidate requires a passing grade in one (1) examiner to which he/she is assigned.
- B. Assessment is based on the fulfillment of the expected competencies. (*Appendix 6*)

5.04 Fail

- A. Failure in one (1) Examiner would require another Practical Examination with a second examiner who shall decide on his/her FAIL. If he/she passes, a third practical examination under a different examiner shall decide on his/her PASS-FAIL.
- B. Final decisions are by rendered by the Board sitting *en banc*.

- C. Should a candidate fail the Practical Examinations three (3) times in a three (3) year period, the following are required of him/her :
 - i. documentation of attendance in any remedial program in Anesthesiology
 - ii. documentation of preceptorship for a minimum of six (6) months with a PBA Diplomate practicing in his/ her community.

5.05 Requirements for the Practical Examination

A candidate for the Practical Examinations must have

- A. passed the Written Examination *not more than five (5) years before* applying to take the Practical Examinations (See 3.03)
- B. passed the Oral Examinations *not more than three (3) years before* applying to take the Practical Examinations

5.06 Special situations

- A. In the event the validities of a candidate's Written and Oral examinations have *expired*, a written request for consideration is addressed to the PBA.
- B. A candidate should notify the PBA in the event that he/ she is unable to take the Practical Examinations.

5.07 Evaluation of applicants

- A. The Credentials Committee of the Board of Examiners evaluates the qualifications of applicants to the Practical Examination
- B. The candidate is notified in writing of his / her eligibility to take the Practical Examination.

5.08 Application

The proper **application form** and other information may be obtained from the PBA office or by writing to the Secretary of the Philippine Board of Anesthesiology.

5.09 Filing and documentation deadlines

The Philippine Board of Anesthesiology must receive the completed application and the appropriate fee on or before January 7 of the year in which the Practical Examination is to be administered.

5.10 Fees

- A. The examination fee for the Practical Examination is Php 4,000.00 which includes a nonrefundable fee of Php 2, 000.00 for administrative services. In the event an application is not accepted, or the application is accepted and subsequently withdrawn by the candidate, the fee for administrative services will be retained and the balance of the application fee will be refunded. No fee will be remitted if the candidate's notice of withdrawal from the examination system is received in the Board office after the deadline. The deadline for withdrawal is set fifteen (15) days before the scheduled date of examination.
- B. The Philippine Board of Anesthesiology is a nonprofit organization. The fees for application and examination are computed on a basis of cost of maintaining the functions of the Board.
- C. The Board reserves the right to change the fees when necessary.

APPENDIX 1

PRACTICE OF ANESTHESIOLOGY AND PERIOPERATIVE

MANAGEMENT is the practice of Medicine dealing with, but not limited to:

1. Assessment of, consultation for, and preparation of patients for anesthesia.
2. Relief and prevention of pain during and following surgical, obstetric, therapeutic and diagnostic procedures.
3. Monitoring and maintenance of normal physiology during the peri-operative period.
4. Management of critically-ill patients.
5. Diagnosis and treatment of acute, chronic and cancer-related pain.
6. Clinical management and teaching of cardiac and pulmonary resuscitation.
7. Evaluation of respiratory function and application of respiratory therapy.
8. Conduct of clinical, translational and basic science research.
9. Supervision, teaching and evaluation of performance of personnel, both medical and paramedical, involved in peri-operative care.
10. Administrative involvement in health care facilities and organizations, and medical schools necessary to implement these responsibilities.

APPENDIX 2

QUALITIES NEEDED TO PROVIDE COMPETENT INDEPENDENT ANESTHESIA CARE

1. Soundness of judgment and rationality of thought in making and applying decisions.
2. Ability to identify problems and prioritize them according to the needs of patients.
3. Ability to gather and assimilate data so as to arrive at a rational treatment plan.
4. Ability to define priorities in the care of a patient.
5. Ability to recognize complications and respond appropriately to them.
6. Ability to adopt and respond to changing clinical conditions.
7. Ability to organize and effectively present information about issues of specific relevance to anesthesia care and topics of general medicine which are crucial to the case of patients with diverse disease.
8. Recall of cognitive information is not the primary purpose but it is assessed only in the context of application

APPENDIX 3

CONDUCT OF THE ORAL EXAMINATIONS

The Oral examination is based on a Guided Question which includes a brief clinical history of a patient. A discussion of the anesthesia care follows. The examination is the unfolding of a story of the management of the anesthesia care of the patient described in the Guided Question. Candidates are expected to select and defend their plans of management.

Recall of cognitive information is not the primary purpose of this examination. It is assessed only in the context of application of factual knowledge to the management of the patient in the simulated clinical situation.

The candidate's **judgment, application of knowledge, clarity of expression** and **adaptability** to changing, sometimes unexpected, circumstances is tested.

COMPETENCIES					
Demonstrates sound judgment and rational thinking in making and applying decisions					
Assimilates and analyzes data to arrive at a rational treatment plan					
Able to recognize complications and to respond appropriately to them					
Shows adaptability to respond to changing clinical conditions					
Able to communicate effectively about issues pertinent to anesthesia care and general medicine relevant to the patient's condition					

APPENDIX 4

ASSESSMENT IN THE ORAL EXAMINATIONS

The Oral Examination

COMPETENCIES	4	3	2	1	0
1. Demonstrates sound judgment and rational thinking in making and applying decisions.					
2. Assimilates and analyzes data to arrive at a rational treatment plan.					
3. Able to recognize complications and to respond appropriately to them.					
4. Shows adaptability to respond to changing clinical conditions.					
5. Able to communicate effectively about issues pertinent to anesthesia care and general medicine relevant to the patient's condition.					
Total Score					

(Passing Score = 12)

Comments:

Examinee

Date

Examiner

APPENDIX 5

ASSESSMENT IN THE PRACTICAL EXAMINATIONS

The Practical Examination is a **work-based** assessment of competencies.

The purpose of assessment is to:

- Determine fitness for professional practice. This means more than the performance of clinical skills, no matter how complex. At the core of this is a built-in commitment to standards, and the attitudes which will maintain those standards throughout professional life.
- Provide evidence of competence in a trainee. This is to confirm the possession of the appropriate knowledge, skills and attitudes required to undertake safe clinical practice at a level commensurate with their level of training.
- Provide evidence of confidence and competence in a specialist in Anesthesiology. This is to confirm the possession of the confidence, knowledge, skills and attitudes necessary for independent professional practice.

APPENDIX 6

PRACTICAL EXAMINATION ASSESSMENT TOOLS

Direct Observation of Procedural Skills (DOPS)

- The DOPS assessment takes the form of the trainee performing a specific practical procedure that is directly observed by a consultant observer.
- Being a practical specialty, Anesthesiology has numerous examples of procedures that require assessment as detailed in each unit of training. *The assessment of each procedure should focus on the whole event, not simply, for example, the successful insertion of a cannula, the location of epidural space or central venous access such that, in the assessor's judgment the examinee is competent to perform the individual procedure without direct supervision.*
- The assessor rates the examinee based on the structured form below:

	Below Expectations	Meets Expectations	Above Expectations	Total
1. Demonstrates understanding of indications, relevant anatomy, technique of procedure				
2. Obtains informed consent				
3. Demonstrates appropriate preparation pre-procedure				
4. Demonstrates situation awareness				
5. Aseptic technique				
6. Technical ability				
7. Seeks help where appropriate				
8. Post procedure management				
9. Communication skills				
10. Consideration of patient				
11. Overall ability to perform procedure				

Mini-Clinical Assessment Evaluation Exercise (mini-CEX)

- The mini-CEX is intended to evaluate the core skills that are found in many clinical scenarios.
- A clinical case is the basis for demonstrating the skill of an examinee in formulating management plans, in discussing possible problems, in demonstrating techniques, procedures that have been taught, and behaviours that have been learned.
- The assessor scores the examinee in each of the seven domains.

Domain	Descriptor
Pre-op assessment	Appropriate questions, focuses questions and physical exam on areas of concern/ relevance
Patient safety	Consent, pt. identity, machine checks, blood products, personal (gloves & masks, etc), sidedness, sterile technique, sharps, drug labels, electrical, etc
Professionalism	Respect, compassion, empathy, ethical, aware of own limitations
Clinical judgment	Use of appropriate technique, sound management of anesthesia
Communication and generic skills	Patients, medical and non-medical staff
Organization and efficiency	Organization, preparation, makes efficient use of time, anticipation
Overall clinical care	Synthesis of above , effective

Case-based Discussion (CbD)

- Designed to evaluate the examinee's clinical practice, decision-making and the interpretation and application of evidence, by reviewing their Anesthetic Record. *It is intended to assess the clinical decision-making process and the way in which the examinee used medical knowledge when managing a single case.*
- The assessor scores the examinee in each of the seven domains described below:

Domain	Descriptor
Anesthesia record, drug and IV chart	Complete, signed, legible, dated, appropriate
Pre-op assessment and review of investigations	Implication for anesthetic management
Choice of anesthetic technique	Reasoning, alternatives, risks and benefits
Anesthetic management	Intra-op management decisions, incidents
Post-op care	Analgesia, fluids, post-op instructions -- alternatives
Professionalism	Self-evident
Overall clinical care	Self-evident

APPENDIX 7

The Application form includes the following **acknowledgment** which the applicant shall be required to sign.

REPUBLIC OF THE PHILIPPINES)
_____) ss.

ACKNOWLEDGEMENT

I, _____, after having been duly sworn in accordance with law hereby depose and state:

1. I have applied to the Philippine Board of Anesthesiology, Inc. ("PBA") for entrance into its examination system for the purpose of obtaining PBA certification status ("Certification").
2. I understand that approval of my application is subject to my compliance with the PBA's rules, regulations and requirements.
3. I hereby warrant that all information contained in this application ("Application") is true, correct and complete in all material respects.
4. Accuracy of Information. – I hereby authorize the PBA to look into, verify and confirm the accuracy of any information disclosed in my Application. I understand that the discovery of any false or inaccurate statement made in this Application or of any material information omitted/withheld therefrom shall be sufficient cause for my disqualification at any stage including, without limitation: (a) from the examination system or, if I have already taken/passed the examination, (b) from certification. I further understand that should the false, inaccurate or omitted/withheld information be discovered after I am certified, the PBA may recall and cancel the Certificate at anytime before the lapse of five (5) years from the issuance thereof.
5. The PBA Information Handbook. – I declare that I have received a copy of the PBA Information Handbook, that I have read the same and that I agree to be bound by the policies, rules, regulations and requirements published therein including, without limitation, in all matters relating to the consideration of and action upon this Application and in all matters relating to Certification, should it be granted. Additionally, I understand and acknowledge that in the event that I violate any of the PBA's rules governing my Application and/or Certification, or in the event that I fail to comply with any provisions of the PBA's Articles of Incorporation or Constitution and Bylaws, such violations may constitute sufficient cause for my disqualification from the PBA examination system or from the issuance of a PBA Certificate or for the recall and cancellation of such Certificate at anytime within five (5) years from discovery of the violation.
6. Electronically Submitted Applications. – I understand that if the Application is submitted to the PBA electronically, the Acknowledgment portion will be assigned a matching number (# _____) that corresponds to the Application. I agree that the Acknowledgment will survive the electronic submission regardless of whether or not the information or data provided therein has been aggregated or reformatted in any manner by the PBA. I likewise agree that the Acknowledgment precludes me from claiming that it does not relate to the Application.

IN WITNESS WHEREOF, I knowingly, freely and voluntarily set my hand on this Acknowledgement this ____ day of _____, in _____.

Signature over Printed Name

SUBSCRIBED AND SWORN to before me in _____, on _____ by Affiant who personally appeared and sufficiently proved his identity by presenting to me the following competent proof thereof:

Doc No. _____;
Page No. _____;
Book No. _____;
Series of _____.

APPENDIX 8

REPUBLIC OF THE PHILIPPINES)
_____) ss.

RELEASE AND QUITCLAIM

I, _____, after having been duly sworn in accordance with law hereby
depose and state:

1. I have applied to the Philippine Board of Anesthesiology, Inc. ("PBA") for entrance into its examination system for the purpose of obtaining PBA certification status ("Certification").
2. In relation to the application, all persons holding testimony, records, documents, opinions, information or data relevant or pertaining to my competence, professional conduct, behavior and the like (the "Information") are hereby **AUTHORIZED** to divulge such Information and release the same to the PBA, its duly authorized officers, employees and/or agents. The authority granted herein extends to professionals and other persons, institutions or entities, although not listed as a reference on my Application. I hereby expressly **WAIVE** the confidentiality of any such Information and I hereby **RELEASE** and agree to hold free and harmless any person, institution or entity from any liability to me arising out of the giving or releasing of Information to the PBA.
3. The Information referred herein to includes, without limitation, all information relating to any abusive use of alcohol, use of restricted, prohibited or otherwise illegal drugs, and any treatment or rehabilitation related thereto.
4. A copy of this Release may accompany any request made by the PBA for such Information.
5. I **RELEASE** and agree to hold free and harmless the PBA, its directors, officers, and duly authorized agents/employees from any liability to me as a result of any acts or proceedings undertaken or performed in connection with my Application.
6. I hereby **AUTHORIZE** the PBA to: (a) report my status in the examination system, including the results of any written or oral examination, to the Director of the program from which I completed my clinical training; (2) use any score in psychometric analyses to confirm observations and reports of suspected irregularities in the conduct of an examination; and (3) respond to any inquiry about my status in the PBA examination system.
7. I further **AUTHORIZE** the PBA to use any and all Information for the purpose of conducting longitudinal studies to assess the PBA certification process, *provided* that such Information may be reported or released only in the aggregate, *provided further* that any results of such studies will have no direct bearing on my Application or Certification status; and, *provided finally* that subject to applicable law, the PBA shall hold all Information in confidence

IN WITNESS WHEREOF, I knowingly, freely and voluntarily set my hand on this RELEASE and QUITCLAIM this _____ day of _____, in _____.

Signature over Printed Name

SUBSCRIBED AND SWORN to before me in _____, on _____ by Affiant who personally appeared and sufficiently proved his identity by presenting to me the following competent proof thereof:

Doc No. _____;
Page No. _____;
Book No. _____;
Series of _____.