

**AMERICAN OSTEOPATHIC ASSOCIATION
RESIDENT'S ANNUAL REPORT FOR
OTOLARYNGOLOGY/FACIAL PLASTIC
SURGERY-HEAD AND NECK SURGERY**

Name of Resident _____ AOA # _____

Mailing Address _____

Daytime Phone (_____) _____ Email _____

Training Institution _____

Address _____

Name of Program Director _____

Report Year of Training (circle) 1st 2nd 3rd 4th 5th Report Period: From _____ To: _____
mo/day/yr mo/day/yr

Title of Scientific Paper _____

List hospital(s), clinic(s), and/or office(s) utilized for clinical examination procedures:

- A. _____
- B. _____
- C. _____
- D. _____

You are requested to use the above listing(s) as a way to identify the location of the facility in which each procedure was performed. Use the letter of the facility from above along with the number of procedures as you fill out each area of the segregated totals (i.e., b-3, c-5, etc.) Thus, one would be able to see how many procedures of each type are done in the base or an outside hospital.

Total Number of Major Procedures _____ First Assistant _____

Total Surgical Mortalities _____ Performed Under Supervision _____

INSTRUCTIONS:

This form is used by AOA-approved hospitals with residency programs in Otolaryngology and/or Facial Plastic Surgery and/or Head and Neck Surgery and by residents in the completion of their required annual reports. For your convenience, this form is compatible with the codes and nomenclature found in the International Classification of Diseases (ICD), 9th Edition, which is used by medical record administrators. Please complete the entire form within thirty (30) days of the completion of EACH TRAINING YEAR and forward to the appropriate office as indicated below.

One copy of this report with supporting documentation are to be mailed to the American Osteopathic Colleges of Ophthalmology and Otolaryngology-Head and Neck Surgery (AOCOO-HNS), **4764 Fishburg Road, Suite F, Huber Heights, OH 45424** within thirty (30) days of completion of each contract year. Failure to meet the deadline for submission may result in delayed evaluation by the specialty college. **Contact information: 800-455-9404, FAX 937-233-5673, EMAIL: aocooahns@aol.com, WEBSITE: www.aocooahns.org.**

I certify that the information on this form is correct and accurate.

(Signature of Resident) (Date)

(Signature of Program Director) (Date)

OTOLARYNGOLOGY/FACIAL PLASTIC SURGERY RESIDENT REQUIREMENTS CHECKLIST

Resident _____ AOA # _____
Training Institution _____
Year of Training (circle) 1st 2nd 3rd 4th 5th Report Period: From: _____ To: _____
Mo/day/yr Mo/day/yr

INSTRUCTIONS: As part of its effort to monitor the educational progress of residents, the American Osteopathic Colleges of Ophthalmology and Otolaryngology-Head and Neck Surgery requires that the resident complete this "Resident Requirements Checklist" as part of the Resident's Annual Report. This checklist must be completed and submitted within thirty (30) days following the completion of EACH TRAINING YEAR.

One copy of this report with supporting documentation are to be mailed to the AOCOO-HNS, 4764 Fishburg Road, Suite F, Huber Heights, OH 45424. Failure to meet the deadline for submission may result in delayed evaluation by the specialty college.

The resident shall:

- _____ 1. have graduated from an AOA-accredited college of osteopathic medicine
- _____ 2. complete an AOA-approved internship
- _____ 3. maintain membership in the AOA during the residency training program
- _____ 4. be appropriately licensed in the state in which training is being conducted
- _____ 5. maintain a surgical log of the entire training program, which must consist of an aggregate case load of 400 otolaryngology and 300 facial plastic surgery cases of a satisfactory scope and variety
- _____ 6. submit an annual report to the AOCOO-HNS within 30 days following completion of each training year
- _____ 7. submit a formal paper, suitable for publication and approved by the program director, during each of the second, third and fourth years of training , or develop one poster presentation for the ACA, or satisfactorily complete a university statistics course
- _____ 8. participate in professional activities relating to otolaryngology/facial plastic surgery
- _____ 9. complete a minimum of 100 clock hours of basic science studies relating to otolaryngology/facial plastic surgery
- _____ 10. complete a home study course approved by the program director during the second, third and fourth years of training and document by the end of the fourth year of training
- _____ 11. maintain a daily log of activities, including all clinical and academic activities, and file a monthly summary of this log with the program director and the DME's office
- _____ 12. take the annual Resident In-Service proficiency examination

Comment(s): _____

The resident is strongly encouraged to:

- _____ 1. apply for and maintain candidate membership status in the AOCOO-HNS
- _____ 2. attend at least one annual meeting of the AOCOO-HNS during the residency prior to the last year

Comment(s): _____

I certify that the information on this checklist is correct and accurate.

(Signature of Resident)

(Date)

Resident's Annual Segregated Total Report for Otolaryngology/Facial Plastic Surgery/Head and Neck Surgery

Number of Procedures

*INDICATES MAJOR PROCEDURE

*Lasers (10 per year) pertaining to all categories.

I. HEAD AND NECK (25 majors per year)

A. Salivary Glands

	ICD-9 code	CPT code	As Surgeon		As Assistant	
			Base Hosp.	Outside	Base Hosp.	Outside
1. *Total parotidectomy with facial nerves preservation	26.32	42420	_____	_____	_____	_____
2. *Superficial parotidectomy	26.32	42415	_____	_____	_____	_____
3. *Parotidectomy with nerve graft	26.32	42425	_____	_____	_____	_____
4. *Submandibular gland excision	26.19	42440	_____	_____	_____	_____
5. Other			_____	_____	_____	_____
_____			_____	_____	_____	_____
_____			_____	_____	_____	_____
_____			_____	_____	_____	_____

B. Nose and Maxilla

1. *Lateral rhinotomy	21.32	30118	_____	_____	_____	_____
2. *Maxillectomy	22.62	31225	_____	_____	_____	_____
3. *Radical maxillectomy with orbital exenteration	22.39	31230	_____	_____	_____	_____
4. *Excision nasopharyngeal tumor	29.3	42880	_____	_____	_____	_____
5. Other			_____	_____	_____	_____
_____			_____	_____	_____	_____
_____			_____	_____	_____	_____
_____			_____	_____	_____	_____

C. Lips

1. *Lip shave	27.43	40500	_____	_____	_____	_____
2. *Wedge resection primary closure	27.42	40520	_____	_____	_____	_____
3. *Excision with flap reconstruction	27.55	40525	_____	_____	_____	_____
4. Other			_____	_____	_____	_____
_____			_____	_____	_____	_____
_____			_____	_____	_____	_____
_____			_____	_____	_____	_____

D. Oral Cavity

1. Local resection, tumor of oral cavity	1458	41116	_____	_____	_____	_____
2. *Hemiglossectomy	75015	41130	_____	_____	_____	_____
3. *Partial glossectomy w/o neck dissection	25.2	41120	_____	_____	_____	_____
4. *Partial glossectomy w/ neck dissection	25.2	41135	_____	_____	_____	_____
5. Composite resection of primary in floor of mouth, alveolus, tongue, buccal region, tonsil, or any combination	76.42- -40.40	41155	_____	_____	_____	_____
6. *Mandibular resection (independent procedure)	1701	21044	_____	_____	_____	_____
7. Other			_____	_____	_____	_____
_____			_____	_____	_____	_____
_____			_____	_____	_____	_____
_____			_____	_____	_____	_____

*INDICATES MAJOR PROCEDURE

*Lasers (10 per year) pertaining to all categories.

	ICD-9 code	CPT code	Number of Procedures			
			As Surgeon		As Assistant	
			Base Hosp.	Outside	Base Hosp.	Outside
E. Neck						
1. I & D neck abscess	40.19	21501	_____	_____	_____	_____
2. *Neck dissections (count each side)						
- *Complete	40.40	38720	_____	_____	_____	_____
- *Modified	289.3	38724	_____	_____	_____	_____
3. Excision benign lesions (0.5-4.0cm)	86.3	11420-				
		11426	_____	_____	_____	_____
4. *Cervical node biopsy	40.21	38510	_____	_____	_____	_____
F. Larynx						
1. *Thyrotomy (laryngofissure)	30.2	31300	_____	_____	_____	_____
2. *Hemilaryngectomy	30.1	31370-				
		31382	_____	_____	_____	_____
3. *Supraglottic laryngectomy	30.29	31367	_____	_____	_____	_____
- *with neck dissection	1611	31368	_____	_____	_____	_____
4. *Total laryngectomy	1619	31360	_____	_____	_____	_____
- *with neck dissection	30.4	31365	_____	_____	_____	_____
5. *Laryngopharyngectomy	1489	31390	_____	_____	_____	_____
6. *Surgical speech fistula	47879	31611	_____	_____	_____	_____
7. *Repair laryngeal fracture	8075	31584	_____	_____	_____	_____
8. *Laryngoplasty (includes laryngotracheoplasty)	1489	31582	_____	_____	_____	_____
9. *Arytenoidectomy, arytenoidpexy	31.69	31400	_____	_____	_____	_____
G. Other						
1. *Thyroid lobectomy	193	60220	_____	_____	_____	_____
2. *Subtotal thyroidectomy	193	60245	_____	_____	_____	_____
3. *Total thyroidectomy	193	60240	_____	_____	_____	_____
4. *Parathyroidectomy		60500	_____	_____	_____	_____
5. *Cricopharyngeal myotomy		43030	_____	_____	_____	_____
6. *Pharyngoesophagectomy		43105	_____	_____	_____	_____
7. *Cervical esophagostomy for feeding		43352	_____	_____	_____	_____
8. *Pharyngeal diverticulectomy/pexy		43130	_____	_____	_____	_____
9. *Tracheotomy	31.1	31600	_____	_____	_____	_____
10. *Tracheal resection with repair	31.5	31780	_____	_____	_____	_____
11. *Major vessel ligation	38.6	35201	_____	_____	_____	_____
12. *Major vessel repair / grafting	39.58	37400	_____	_____	_____	_____
13. Other			_____	_____	_____	_____
<hr/>						
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H. Congenital anomalies (5 majors per year)						
1. *Branchial cleft anomaly	29.2	42815	_____	_____	_____	_____
2. *Thyroglossal duct cyst	06.7	60280-				
		60281	_____	_____	_____	_____
3. *Dermoid	7099	11420	_____	_____	_____	_____

*INDICATES MAJOR PROCEDURE

*Lasers (10 per year) pertaining to all categories.

4. *Lymphatic vascular malformation

ICD-9 code	CPT code	Number of Procedures			
		As Surgeon		As Assistant	
		Base Hosp.	Outside	Base Hosp.	Outside
40.29	38550- 38555				
5.	*Anterior skull base surgery 61580-61585, 61600-61601				
6.	*Teratomas				
7.	Other (head and neck)				

TOTAL PROCEDURES FOR SECTION I

II. OTOLOGIC (20 majors per year)

A. Otologic

1. Myringotomy w/tube

20.01	69436				
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2. *Tympanoplasty I

19.4	69620- 69631				
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3. *Tympanoplasty II-IV (w/ ossicular chain reconstruction)

19.52	69632- 69633				
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4. *Tympanoplasty w/ mastoidectomy

20.19	69635- 69637, 69641- 69642				
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5. *Simple mastoidectomy

20.41	69502				
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6. *Modified radical mastoidectomy

3831	69505				
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7. *Radical mastoidectomy

20.42	69511				
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8. *Stapedectomy

19.19	69660				
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9. *Facial nerve decompression

04.40	69720, 69725				
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10. *Facial nerve graft / repair / substitution

04.5	69740, 69745				
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11. *Repair fistula (OW, RW)

38642, 38641	69666, 69667				
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12. *Labyrinthectomy

20.79	69801, 69905, 69910				
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13. *Decompression membranous labyrinth - Cochleosacculotomy

	69801				
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14. *Endolymphatic sac operation

	69805, 69806				
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15. *Resection cerebellopontine angle tumor

1916	61526				
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16. *VIII nerve section

04.03	69915, 69950				
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17. *Excision glomus tumor

22800	69550				
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18. *Reconstruction congenital EAC atresia

74402	69320				
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19. ME exploration

38530	69440				
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20. *Petrous apicectomy, includes radical mastoidectomy

3831	69530				
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21. *Middle & posterior fossa skull base surgery

8010- 8018	61590- 61598, 61605-61616				
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*INDICATES MAJOR PROCEDURE	ICD-9 code	CPT code	Number of Procedures			
			As Surgeon		As Assistant	
			Base Hosp.	Outside	Base Hosp.	Outside
*Lasers (10 per year) pertaining to all categories.						
22. *Cochlear implantation	3892	69930				
23. *Meatoplasty (for stenosis due to trauma, or infection)	38053- 38051	69310				
24. Other (otologic)						
<hr/>						
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B. Other ear/head & neck						
1. Excision pinna	18.39	69120				
2. *Temporal bone resection	76.39- 76.45	69310				
3. Other						
<hr/>						
<hr/>						
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TOTAL PROCEDURES FOR SECTION II			<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
III. PLASTIC AND RECONSTRUCTIVE (35 majors per year)						
A. Plastic and reconstructive						
1. *Otoplasty (included auricular reconstruction)	18.5	69300				
2. *Rhinoplasty						
- open	21.85	30400				
- closed	21.85	30462				
3. *Mentoplasty	76.68	21120				
4. *Rhytidectomy	86.82	15824- 15829				
5. *Blepharoplasty	08.70	15820- 15823				
6. *Liposuction	27800	15876				
7. *Chemical peel (full)	7061	15788- 15789				
8. Dermabrasion (10 per year) (Surgical Planing/Laser)	7061	15780- 15781				
9. *Repair complex facial lacerations	87340	13131- 13152				
10. *Reduction facial fractures						
- frontal	76.70	21338				
- nasal	21.71	21315				
- maxilla LeFort I	76.73	21421- 21436				
- maxilla LeFort II	7560	21150, 21345, 21347				
- maxilla LeFort III		21154, 21431, 21435				

*INDICATES MAJOR PROCEDURE	ICD-9	CPT	Number of Procedures			
			As Surgeon		As Assistant	
			Base Hosp.	Outside	Base Hosp.	Outside
*Lasers (10 per year) pertaining to all categories.	code	code				
- malar (zygomatic)	76.71	21355				
- orbital blowout	76.71	21455				
- mandibular - closed	76.75	21455				
- open	76.77	21461				
- other (fractures)		00008				
11. *Pedical flap procedures						
- local		14040				
- regional		15650				
- myocutaneous		15734				
- microsurgical free flap		15755				
- other (pedical flaps)		00009				
12. *Grafts						
- split thickness skin	86.69	15120				
- full thickness skin	86.69	15240				
- composite graft		15760				
- dermal-fat-fascia	86.69	15770				
- other (grafts)		00010				
13. *Facial sling procedures	86.81	15840				
14. *Oroantral fistula repair	22.71	30580				
15. *Choanal atresia repair	29.4	30540				
16. *Cleft lip repair	27.54	40700-				
		40761				
17. *Cleft palate repair	27.62	42200				
18. *Pharyngeal flap	5289	42226				
19. *Prognathism/Retrognathism correction	76.64	21193-				
		21215				
20. Excision skin lesions, primary closure	86.3	11440-				
*(with flaps)		11446,				
		11620-11626				
21. Scar revision	86.3	14040-				
		14061				
22. Other (plastic)						
TOTAL PROCEDURES FOR SECTION III						
IV. ENDOSCOPY						
A. Endoscopy						
1. Direct laryngoscopy, diagnostic, newborn	7861	31520				
2. Direct laryngoscopy, diagnostic, except newborn	7861	31525				
3. Direct laryngoscopy, diagnostic, with operating microscope		31526				
4. Direct laryngoscopy with dilatation	47874	31528-				
		31529				

*INDICATES MAJOR PROCEDURE	ICD-9 code	CPT code	Number of Procedures			
			As Surgeon		As Assistant	
			Base Hosp.	Outside	Base Hosp.	Outside
5. Direct laryngoscopy with foreign body removal	9331	31530- 31531				
6. Direct laryngoscopy with biopsy	2121	31535- 31536				
7. Direct laryngoscopy, operative, with excision of tumor and/or stripping of vocal folds or epiglottis	2121	31540- 31541				
8. Direct laryngoscopy with arytenoidectomy		31560-31561				
9. Direct laryngoscopy with injection into vocal folds	47830	31570- 31571				
10. Esophagoscopy, diagnostic	42.23	43200				
- with biopsy	42.23	43202				
- with foreign body removal	42.23	43215				
11. Bronchoscopy, diagnostic	32.33	31622				
- with biopsy	32.33	31625				
- with foreign body removal	32.33	31635				
- with stricture dilatation	33.91	31630				
12. Other (endoscopy)						
TOTAL PROCEDURES FOR SECTION IV						

V. GENERAL

A. General

1. Adenoidectomy	26.6	42830				
2. Tonsillectomy	28.2	42825				
3. Tonsillectomy & adenoidectomy	28.3	42820				
4. *Uvulopalatopharyngoplasty	78609	42299				
5. Nasal septoplasty	21.87	30520				
6. Nasal polypectomy	21.31	31237				
7. Maxillary antrostomy/sinus wash	4739	31526/ 31000				
8. Turbinate reduction		30130				
9. Caldwell luc	22.31	31030				
10. *Endoscopic sinus surgery (25 majors per year) (Count each procedure once)						
- ethmoidectomy	22.63	31254- 31255				
- maxillary sinusotomy	4610	31256- 31257				
- sphenoid sinusotomy	4613	31287- 31288				
- frontal sinusotomy	4611	31276				
11. *Ligation ethmoid arteries	7847	30915				

*INDICATES MAJOR PROCEDURE	ICD-9 code	CPT code	Number of Procedures			
			As Surgeon		As Assistant	
			Base Hosp.	Outside	Base Hosp.	Outside
*Lasers (10 per year) pertaining to all categories.						
12. *Transantral ligation of vessels	38.80	30920				
13. *Intranasal ethmoidectomy	22.63	31200-				
		31201				
14. *External ethmoidectomy	22.63	31205				
15. *Frontoethmoidectomy	22.60	31075				
16. Frontal sinus trephine	22.50	31070				
17. *Osteoplastic frontal sinusectomy with obliteration	22.42	31084-				
		31085				
18. *Hypophysectomy (transnasal approach)	07.69	61548				
19. *Dacryocystorhinostomy	9.81	68720				
20. Other (general)						
TOTAL PROCEDURES FOR SECTION V						

VI. SUMMARY OF PROCEDURAL SECTIONS

A. Total Procedures for Section I				
B. Total Procedures for Section II				
C. Total Procedures for Section III				
D. Total Procedures for Section IV				
E. Total Procedures for Section V				
OVERALL TOTAL PROCEDURES				

ACCUMULATED TRACKING LOG FORM

Otolaryngology/Facial Plastic Surgery

Resident's Name _____

	Number of Procedures			
	As Surgeon		As Assistant	
	Base Hosp.	Outside	Base Hosp.	Outside

SUMMARY OF FIRST YEAR RESIDENCY TRAINING (specialty track internship or general surgery)

_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
TOTAL ALL 1st YEAR PROCEDURES	=====	=====	=====	=====

SUMMARY OF SECOND YEAR RESIDENCY TRAINING

Total Procedures for Section I - Head and Neck	_____	_____	_____	_____
Total Procedures for Section II - Otologic	_____	_____	_____	_____
Total Procedures for Section III - Plastic and Reconstructive	_____	_____	_____	_____
Total Procedures for Section IV - Endoscopy	_____	_____	_____	_____
Total Procedures for Section V - General	_____	_____	_____	_____
TOTAL ALL SECOND YEAR PROCEDURES	=====	=====	=====	=====
ADD TOGETHER 1st & 2nd YEAR TOTALS	=====	=====	=====	=====

SUMMARY OF THIRD YEAR RESIDENCY TRAINING

Total Procedures for Section I - Head and Neck	_____	_____	_____	_____
Total Procedures for Section II - Otologic	_____	_____	_____	_____
Total Procedures for Section III - Plastic and Reconstructive	_____	_____	_____	_____
Total Procedures for Section IV - Endoscopy	_____	_____	_____	_____
Total Procedures for Section V - General	_____	_____	_____	_____
TOTAL ALL THIRD YEAR PROCEDURES	=====	=====	=====	=====
ADD TOGETHER 1st, 2nd & 3rd YEAR TOTALS	=====	=====	=====	=====

SUMMARY OF FOURTH YEAR RESIDENCY TRAINING

Total Procedures for Section I - Head and Neck	_____	_____	_____	_____
Total Procedures for Section II - Otologic	_____	_____	_____	_____
Total Procedures for Section III - Plastic and Reconstructive	_____	_____	_____	_____
Total Procedures for Section IV - Endoscopy	_____	_____	_____	_____
Total Procedures for Section V - General	_____	_____	_____	_____
TOTAL ALL FOURTH YEAR PROCEDURES	=====	=====	=====	=====
ADD TOGETHER 1st, 2nd, 3rd & 4th YEAR TOTALS	=====	=====	=====	=====

SUMMARY OF FIFTH YEAR RESIDENCY TRAINING (if applicable)

Total Procedures for Section I - Head and Neck	_____	_____	_____	_____
Total Procedures for Section II - Otologic	_____	_____	_____	_____
Total Procedures for Section III - Plastic and Reconstructive	_____	_____	_____	_____
Total Procedures for Section IV - Endoscopy	_____	_____	_____	_____
Total Procedures for Section V - General	_____	_____	_____	_____
TOTAL ALL FIFTH YEAR PROCEDURES	=====	=====	=====	=====
ADD TOGETHER 1st,2nd,3rd,4th & 5th YEAR TOTALS	=====	=====	=====	=====