

# Timeline of ABS Communications

## January

- Mail ABSITE confirmation, including manual, seating chart, notice of shipment
- Ship ABSITE exam materials via UPS

## February/March

- E-mail ABSITE results to program directors and coordinators

## March

- Request roster verification of graduating chiefs, noting any exceptions
- Mail QE packets for each graduating chief in care of program with cover letter to program director

## June

- E-mail Five-Year Summary Report of Candidate Performance (QE & CE)

## July

- E-mail notification of resident roster verification of satisfactory completion of the preceding academic year and update roster for the current academic year
- Five-Year Summary Report posted on ABS website

## September

- E-mail Report of Candidate Performance for calendar year (QE & CE); will include results of the August QE
- Program director update letter with copies of updated Booklet of Information (as needed)

## October

- E-mail notification of ABSITE ordering via website

## November

- Deadline for placing ABSITE orders

## December

- E-mail notification to verify ABSITE order (new for the 2008 ABSITE)