Arrangement in Sequence of Part I Written Examination
Requirements for Applicants with Deficiencies

1. **Cover Page** — containing Name, Date of Submission, Title:
   “Requirements for Diplomate Part 2” (RESUBMISSION Number ____)
2. **GENERAL TABLE OF CONTENTS** — a listing of the sequence in
   which the requirements are arranged in the compilation; page number is
   required
3. **PBOG Letter to applicant stating demerits or infractions and
   how to correct these**, including replacement cases to submit
4. **Photocopy of previously submitted Application Form**
5. **Jurat Notarization**
6. **All other documents that are specified in the PBOG Letter**
7. **Certification from Department Chair AND Medical Records
   Officer** that cases were admitted and performed by the applicant
8. **Tabulation of Cases** — create a tabulation for each category: 25 cases,
   35 cases, depending on what is required;
   With 7 columns (in Arial font 12 points, and landscape view):
   • Name of Patient, Case number, Age, OB Score
   • Date admitted/Date discharged
   • Admitting Diagnosis
   • Preoperative Diagnosis
   • Procedure + Anesthesia, Date done
   • Final Diagnosis (including morbidity and procedure)
   • Maternal-Fetal Outcome plus Complications/Histopathology report (as
     applicable)
9. **Compilation of Documents** for each CASE, in the sequence listed in
   the tabulation, and arranged as follows:
   • Admitting/Face sheet
   • Operative Record
   • Operative Technique
   • Friedman’s Curve or Partogram (for dystocia cases)
   • Histopathology Report

**IMPORTANT**: The original and previously submitted book-bound documents must be
resubmitted for *reference purposes*. All the above requirements #1–9 must be
submitted book-bound with soft cover (2 identical book-bound copies, 1 for PBOG and 1
“receiving copy” for applicant).