

## Mentee Applicant Checklist

\_\_\_\_\_ Registration form                      \_\_\_\_\_ Registration fee of \$125.00

\_\_\_\_\_ Mentee waiver form                      \_\_\_\_\_ Mentor waiver form

Documentation of didactic training [e.g., certificate of attendance from an ACCME-accredited colposcopy course (minimum 14 hours Category 1 CME or CEU credit in a colposcopy curriculum.)] The mentorship should be completed ideally within 12 months, but no more than two years of attending a didactic colposcopy course. If the mentorship is not completed within two years after a didactic colposcopy course the mentee must retake a didactic course and reapply for the program. However, previous exams will be counted towards the 25 exams needed to complete the program.

If mentor is not already serving in the ASCCP mentorship program, the mentor must submit his/her qualifications according to the Mentor Qualifications Form.

- ❖ Letter outlining intention to serve, colposcopy training, colposcopy experience within the past 5 years, and average number of colposcopies performed per month
- ❖ Current CV
- ❖ Residency training documentation (must have occurred within last 5 years), if applicable, or certificate of ACCME-accredited postgraduate activity in colposcopy taken within the last 5 years. The CME activity must have a minimum of 8 hours Category 1 CME or CEU credits dedicated to the diagnosis and/or treatment of premalignant diseases of the female lower genital tract. A certificate of completion must be submitted as documentation. In lieu of either the residency or postgraduate course requirements, the mentor candidate may submit either a passing grade on the Colposcopy Recognition Award examination or the Colposcopy Mentorship Program examination if the exam was taken within the last five years.

NOTE: Mentors approved to serve in the ASCCP Mentorship Program more than 5 years ago must update their file by submitting current documentation of colposcopy practice, an updated CV, and documentation of recent continuing education in colposcopy as indicated above.

If not using ASCCP mentorship colposcopy examination and log forms, submit personal forms for review prior to initiative training.

I understand that I will not receive my certificate or examination results until all didactic and mentorship training documentation is submitted and approved.

\_\_\_\_\_  
Mentee signature

\_\_\_\_\_  
Date

Please remit this signed checklist with the above listed documentation when registering for the ASCCP Mentorship Training Program. All materials should be mailed to the ASCCP National Office, 20 West Washington St, Suite 1, Hagerstown, MD 21740.