

COE

CERTIFIED OPHTHALMIC EXECUTIVE

MYTHS & TRUTHS

1. **Myth: The COE designation is only for long-term, highly experienced administrators.**

Truth:

A COE applicant needs:

- 2 years of health care administration experience, and
- 1 or more years of ophthalmic practice management experience
- Working knowledge of administrative duties in the 6 content domains:
 - General Ophthalmic Knowledge
 - Financial Management
 - Operations
 - Information Technology Management
 - Human Resources
 - Risk Management & Regulatory Compliance

4. **Myth: I have to be an expert in finance and accounting to pass the COE exam.**

Truth:

Financial management is only part of the total expertise required to pass the COE exam. A basic knowledge in each of the 6 content domains is the best way to prepare for the exam.

2. **Myth: The COE designation does nothing to advance my career.**

Truth:

The COE designation exhibits a personal commitment to:

- Patients
- Physicians
- Fellow staff members and other administrators

3. **Myth: The test is too hard and I don't have time to study.**

Truth:

Approximately 70% of those taking the COE exam achieve a passing score. A focus on content areas you are not as familiar with, coupled with your comprehensive knowledge and day-to-day experience as an administrator, are good predictors of your success in passing the exam.

5. **Myth: I can only take the test at the annual meeting.**

Truth:

Eligible applicants may take the COE examination at any of the 5,000 Pearson Vue Testing Centers in or near their hometown or at the ASOA Annual Meeting each spring.

6. **Myth: Once I get my COE it's too hard to find approved courses to meet my continuing education requirements.**

Truth:

COEs need to earn at least 50 continuing education credits (self-reported) within 3 years. Credits do NOT need to be advertised or identified as "approved for COE credit" in order to be claimed.

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asoa.org/coe