



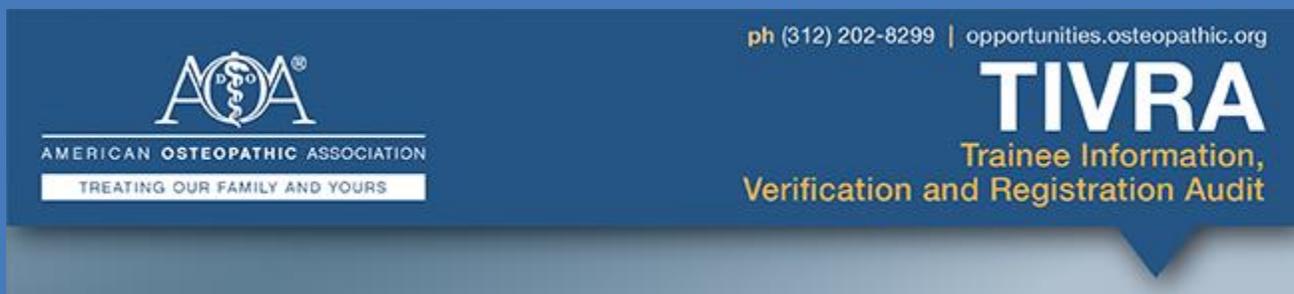
The mission of Rocky Mountain OPTI
is to exceed the highest standards of
excellence for osteopathic
postgraduate training.



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The Trainee Information Verification and Registration Audit system (TIVRA) is now open for institutions to **UPDATE** and **VERIFY** contract information previously reported for the 2015-2016 academic year and **REPORT** new and continuing contracts for the 2016-2017 academic year.

To access TIVRA, please visit <http://opportunities.osteopathic.org> and choose program login (on the left side of the split screen). Each institution must update each contract for every osteopathic trainee within their hospital **no later than October 15, 2016**. Any intern, resident or fellow not registered by the deadline date will not have their training recognized or approved by the AOA.

Once you have entered the TIVRA website:

- Submit the appropriate identification number and password to login
- Click on the TIVRA link to bring you to the Main Audit Screen
- Follow the steps outlined in the Introductory Guide

A handbook and webinar video are available to instruct and assist you on how to complete the TIVRA registration program.

The deadline date for institutions to register trainees is October 15th, 2016.

According to Standard B.4.4 of the Basic Document for Postdoctoral Training - all institutions shall annually update AOA TIVRA contract data. Failure to do so can lead to *penalties and eventual program termination*.

Standard B.4.4

Any institution failing to submit the required TIVRA data by October 15 annually will be charged a \$5,000 penalty per institution or \$1,000 per program if it has less than 5 programs. If participation has not occurred by 3 months after the October 15th deadline, the program will be notified of termination to occur on June 30 of the subsequent year.

Please note that your institution must be compliant with OPPORTUNITIES before you are allowed access to the TIVRA system.

Reminder: registration is a year-by-year process. For example, if a trainee was in your internship program last year and is continuing on to a residency, his/her name should appear twice. Once as a previous year intern and second as a current year resident in the appropriate residency program.

If problems arise while entering data or you have additional questions you may contact the AOA at 800-621-1773 ext 8299 or by e-mail to: tivra@osteopathic.org.

Thank you for your attention to this matter.

TIVRA Staff American Osteopathic Association