### 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

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.

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.

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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