

**UND SCHOOL OF MEDICINE AND HEALTH SCIENCES CONTINUING MEDICAL EDUCATION  
JOINT PROVIDERSHIP AGREEMENT**

<b>TITLE OF ACTIVITY:</b>	<b>ACTIVITY DATE:</b>
<b>RESPONSIBLE UND SMHS ORGANIZATION/DEPARTMENT:</b> UND SMHS Continuing Medical Education	
<b>RESPONSIBLE INDIVIDUAL:</b>  Susan Zelewski, MD, MEHP Associate Dean for Clinical Medical Education	<b>PHONE:</b>  Mary Johnson 701-777-3201
<b>ADDRESS:</b>  Continuing Medical Education UND School of Medicine Room E458 1301 N. Columbia Rd Stop 9037 Grand Forks, ND 58202-9037	<b>EMAIL:</b>  mary.johnson@und.edu
<b>JOINT PROVIDER:</b>	
<b>AUTHORIZED REPRESENTATIVE:</b>	<b>PHONE:</b>
<b>ADDRESS:</b>	<b>EMAIL:</b>

**BACKGROUND**

The University of North Dakota School of Medicine and Health Sciences (UND SMHS) is accredited by the Accreditation Council for Continuing Medical Education (ACCME) to provide continuing medical education for physicians. As required by the ACCME, all activities designated by UND SMHS for *AMA PRA Category 1 Credit(s)<sup>TM</sup>* must comply with the Standards for Integrity and Independence including activities planned and implemented through joint providership. UND SMHS is committed to ensuring that all jointly provided activities provide clinically relevant educational activities for practitioners that promote improvements or quality in health care that are independent of the control of an ineligible company.

Any activity to be considered for joint providership must be aligned with both the mission of the UND SMHS CME Program and the definition of continuing medical education (CME) as specified by the ACCME and the American Medical Association (AMA). All applications for joint providership will be assessed based on their individual merits. The UND SMHS reserves the right to accept or deny joint providership of individual CME activities, at its sole discretion. The applying organization must agree to follow all policies, procedures, and formats as set forth by the UND SMHS CME. Joint providership activity approval does not imply endorsement of the activity by the UND SMHS CME.

Our accreditation rules ensure that accredited CME is designed to be relevant, practice-based, effective, based on valid content, and independent of commercial influence. Our rules reflect the values of our educator community, build on adult education research, and respond to the evolving healthcare environment.

The Standards for Integrity and Independence in Accredited Continuing Education, which have been drafted to be applicable to accredited continuing education across the health professions are designed to:

- Ensure that accredited continuing education serves the needs of patients and the public.
- Present learners with only accurate, balanced, scientifically justified recommendations.
- Assure healthcare professionals and teams that they can trust accredited continuing education to help them deliver safe, effective, cost-effective, compassionate care that is based on best practice and evidence.
- Create a clear, unbridgeable separation between accredited continuing education and marketing and sales.

The purpose of continuing medical education is to create educational activities that serve to maintain, develop, or increase the knowledge, skills, and professional performance and relationships health professionals use to provide services for patients, the public, or the profession. CME represents that body of knowledge and skills generally recognized and accepted by the profession as within the basic medical sciences, the discipline of clinical medicine, and the provision of healthcare to the public. It is the responsibility of the UND SMHS to assure that educational activities are designed primarily for this purpose. The provider generates activities/educational interventions that are designed to change competence, performance, or patient outcomes.

The purpose of CME Joint Providership is to assist non-accredited organizations and physicians in planning and documenting CME activities as well as ensuring compliance with the requirements of the Accreditation Council for Continuing Medical Education (ACCME). The ACCME is the organization that accredits the UND SMHS to provide CME for physicians. As an accredited provider, the UND SMHS certifies education activities for *AMA PRA Category 1 Credit(s)<sup>TM</sup>*. For further information regarding the ACCME criteria please visit: [www.accme.org](http://www.accme.org).

The ACCME defines joint providership as the providership of a CME activity by one or more accredited and one or more nonaccredited organizations. Therefore, ACCME accredited providers that plan and present one or more activities with non-ACCME accredited providers are engaging in “joint providership. In the case of this proposed CME activity, \_\_\_\_\_ shall be referred to as the “joint provider “and the UND SMHS shall be referred to as the “accredited provider.”

## **RESPONSIBILITIES OF THE ACCREDITED PROVIDER**

### **1. Assuring Compliance with ACCME Essential Areas, Elements and Policies:**

The UND SMHS is responsible for the content, quality and scientific integrity of the proposed activity and for ensuring that the jointly provided activity is compliant with Accreditation Requirements and Policies of the Accreditation Council for Continuing Medical Education (ACCME). In addition, the UND SMHS endorses the requirement of the Accreditation Council for Continuing Medical Education (ACCME) Standards for Integrity and Independence in Accredited Continuing Education that states providers must be able to show that everyone who is in a position to control the content of an education activity has disclosed all financial relationships with any ineligible company to the provider (Standard 2).

### **2. Commercial Support of an Educational Activity:**

ACCME provider (UND School of Medicine and Health Sciences) does not provide credit for activities that are supported by grants/commercial support from ineligible companies. Companies that are ineligible to be accredited in the ACCME System (ineligible companies) are those whose primary business is producing, marketing, selling, re-selling, or distributing healthcare products used by or on patients.

### 3. Post CME Activity:

Upon receipt of the required information/documentation as outlined below in the “Responsibilities of the Educational Partner” section, the UND SMHS will document CME attendance for the activity.

## RESPONSIBILITIES OF THE EDUCATIONAL PARTNER

The Educational Partner in consultation with the UND SMHS is responsible for:

### 1. Design and Production of the CME Activity

- a) The identification of continuing medical education gaps.
- b) The determination of measurable educational objectives.
- c) The selection of content, expert faculty, educational methods and materials.
- d) Obtain Conflict of Interest (COI) disclosure of relevant financial relationships from the planning committee, faculty, joint provider and anyone who has influence on the activity.
- e) Assist the UND SMHS CME office with mitigation of COIs according to UND SMHS CME and ACCME policies. Submit disclosure and mitigation information to UND SMHS CME.
- f) The design and administration of the activity evaluation (in accordance with the UND SMHS practices).
- g) Assuring that the CME activity is free of commercial bias for or against any product, provider or services.
- h) If the activity addresses commercial products or services, it must present objective information about those products or services, based on scientific methods generally accepted in the medical community. Discussion of other similar product(s) or service(s) must be discussed.
- i) Completing a UND SMHS – Request for CME Credit Form

### 2. Disclosure of Financial Interest or Other Relationships with Manufacturers of any Commercial Product Discussed in the Educational Activity

- a) Any person in a position to control the content of the activity must disclose all financial relationships with ineligible companies.
- b) The intent of this disclosure is not to prevent an individual with affiliations from planning an educational activity, or to prevent a presenter with affiliations from presenting, but rather to inform the UND School of Medicine and Health Sciences Continuing Medical Education Office (UND SMHS CME) of any potentially biasing relationships so that conflicts can be mitigated prior to the activity.
- c) It is the policy of UND SMHS CME to ensure balance, independence, objectivity and scientific rigor in all of its continuing medical education activities. All financial relationships identified by the planner, presenter, or other faculty will be disclosed to the audience prior to, or at the time of, the activity.
- d) All Planners, Faculty, or Others Who May Control Educational Content will disclose all financial relationships that you have had in the **past 24 months** with ineligible companies. Anyone who refuses to disclosure will not be allowed to participate in any educational activity.

### 3. Internet Activity Enduring Based CME

CME activities delivered via the Internet are expected to be compliant with the ACCME policy.

- a) **Activity Location:** ACCME-accredited providers or joint providers may not place their CME activities on a Web site owned or controlled by an ineligible company.
- b) Print, online, or digital continuing education activities: Learners must not be presented with marketing while engaged in the accredited education activity. Learners must be able to engage with the accredited education without having to click through, watch, listen to, or be presented with product promotion or product-specific advertisement.
- c) Links to Product Web sites: With clear notification that the learner is leaving the educational Web site, links from the Web site of an ACCME accredited provider to pharmaceutical and

device manufacturers' product Web sites are permitted before or after the educational content of a CME activity, but shall not be embedded in the educational content of a CME activity with approval of the UND SMHS.

- d) Advertising: Advertising of any type is prohibited within the educational content of CME activities on the Internet including, but not limited to, banner ads, subliminal ads, and pop-up window ads. For computer-based CME activities, advertisement and promotional materials may not be visible on the screen at the same time as the CME content and not interleaved between computer windows or screens of the CME content.

4. Information to Learner Prior to Their Participation in an Internet Activity Enduring Based CME Activity

The educational partner must provide documentation to the UND SMHS that demonstrates how the information listed below will be provided to the learner prior to participation in the activity:

- a) The title of the activity
- b) Acknowledgment of any commercial support
- c) Learner-based objectives
- d) Estimated time to complete the activity
- e) Date of original release, review date (where applicable) and termination date (date after which material is no longer certified for credit)
- f) Disclosure information (providing units, planning committees and presenters)
- g) ACCME accreditation statement and AMA PRA credit designation statement (refer to section below titled "Accreditation Statement and AMA PRA Statement.")
- h) Pre/Post Test Information
- i) Evaluation
- j) Certificate

5. Accreditation Statement and AMA PRA Statement:

The University of North Dakota School of Medicine and Health Sciences must be listed as a joint provider on all promotional materials. A statement of accreditation must be printed exactly as follows:

This activity has been planned and implemented in accordance with the Accreditation Requirements and Policies of the Accreditation Council for Continuing Medical Education (ACCME) through the joint providership of the University of North Dakota School of Medicine and Health Sciences and \_\_\_\_\_. The University of North Dakota School of Medicine and Health Sciences is accredited by the ACCME to provide continuing medical education for physicians.

The University of North Dakota School of Medicine and Health Sciences designates this \_\_\_\_\_ for a maximum of \_\_\_\_ *AMA PRA Category 1 credit(s)<sup>TM</sup>*. Physicians should claim only the credit commensurate with the extent of their participation in the activity.

6. Activity Evaluation:

The evaluation must follow the suggested UND SMHS evaluation format and must be approved by the UND SMHS prior to its use. Feedback of the evaluation results to the presenter is a requisite.

7. Fees:

The educational partner/Joint Provider will be responsible for the CME Request fee that will be made payable to the University of North Dakota. The Joint Provider/educational partner will be responsible for the participant fees if applicable.

8. Post CME Activity Responsibilities:

After the CME activity the following information must be submitted to the UND SMHS:

- a) A summary of the evaluations
- b) A typed list of participants requesting CME (including name, address, email address, credentials, and number of credits earned).
- c) A final activity budget if applicable.
- d) A copy of the evaluation feedback to presenter(s)
- e) Documentation of all disclosures
- f) Documentation that Activity was Free of Commercial Bias
- g) A summary of pre/post-test information

**SIGNATURES**

We, the undersigned, understand that we take the responsibility to certify that this activity will be conducted in compliance with the Accreditation Requirements and Policies of the Accreditation Council for Continuing Medical Education (ACCME) and the University of North Dakota School of Medicine and Health Sciences as outlined above.

UND SMHS CME office	Date	Educational Partner	Date
<div></div>	<div></div>	<div></div>	<div></div>
(Responsible Individual)		(Authorized Individual)	