**Y = Y**es,there is evidence that the provider’s practice meets the ISMA accreditation requirement.

**N = N**o, the evidence does **not** demonstrate that the provider’s practice meets the ISMA accreditation requirement.

**ENP** = **E**vidence **N**ot **P**rovided (i.e. the provider included NO evidence in the file)

**NA** = **N**ot **A**pplicable and may require an explanation. Updated: 5/23/24

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Provider #** |  | **Provider Name** |  | | | | |
| **Activity Name** |  | | | | | | |
| **Activity Date** |  | **Activity Type** |  | **Providership (Direct or Joint)** |  | **Commercial Support Received?** |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| ***For THIS ACTIVITY does the provider’s evidence demonstrate that the provider*** | | Y | N | ENP | NA | Explanations: |
| EDUCATIONAL NEEDS | … incorporated needs (knowledge/competence/performance) that underlie professional practice gap(s) of their own learners? |  |  |  |  |  |
| DESIGNED TO CHANGE | … designed the activity to change competence, performance, or patient outcomes (as described in its mission statement)? |  |  |  |  |  |
| APPROPRIATE FORMATS | … choose an educational format that was appropriate for the activity’s setting, objectives and desired results? |  |  |  |  |  |
| COMPETENCIES | … developed the activity in the context of desirable physician attributes (e.g., IOM competencies, ACGME competencies)? |  |  |  |  |  |
| ANALYZES CHANGE | … evaluated changes in learners’ competence **or** performance **or** patient outcomes that resulted from the CME activity? |  |  |  |  |  |
| STANDARD 2: PREVENTING COMMERICIAL BIAS AND MARKETING | | | | | | |
|  | … made all decisions free of control of commercial interests, without influence/involvement from owners/employees of ineligible companies? |  |  |  |  |  |
|  | … ensured the education was free of marketing/sales promotion? |  |  |  |  |  |
| STANDARD 3: IDENTIFY, MITIGATE & DISCLOSE RELEVANT FINANCIAL RELATIONSHIPS | | | | | | |
|  | … If the provider indicated the activity did not require identification/mitigation/disclosure because it met 1 of the  3 exceptions, did you agree? (i.e., non-clinical, spontaneous conversation or self-directed education) |  |  |  |  |  |
|  | … had disclosure information from all individuals in control of CME content regarding their financial relationships? |  |  |  |  |  |
|  | … mechanism used to collect disclosure includes all required elements to obtain information about relevant financial relationships (i.e., complete/accurate definition of an ACCME-defined ineligible company; asks for ALL financial relationships, regardless of relevance; asks for financial relationships in any amount occurring within the past 24 months? |  |  |  |  |  |
|  | … disqualified anyone that refused to disclose? |  |  |  |  |  |
|  | … Identified and resolved all conflicts of interest prior to learners engaging in the activity? |  |  |  |  |  |
|  | … disclosed to learners prior to the activity the presence or absence of relevant financial relationships for all in control of content, including a statement that “All relevant financial relationships were mitigated?” |  |  |  |  |  |
| STANDARD 4: MANAGING COMMERCIAL SUPPORT APPROPRIATELY | | | | | | |
|  | … disclosed commercial support for the activity prior to learners engaging in the activity? |  |  |  |  |  |
|  | … has written agreements that (1) specify terms and conditions; (2) are signed; (3) executed prior to; (4) for all commercial supporters? |  |  |  |  |  |
| STANDARD 5: MANAGING ANCILLARY ACTIVITIES | | | | | | |
|  | … held ancillary activities (exhibits) in conjunction with the CME activity and met requirements of Standard 5.1 - separate space without interference of the education? |  |  |  |  |  |
| ACCREDITATION STATEMENT POLICY | … utilized the appropriate Accreditation Statement for the activity, and presented it to learners in program materials/advertisement? |  |  |  |  |  |