



Frequently Asked Questions

For the ACCME Updated Standards for Commercial Support/pmiCME Policies and Procedures

Creating these FAQ's is consistent with other organizations such as the Accreditation Council for Continuing Medical Education (www.accme.org) and North American Association of Medical Education and Communications Companies (www.naamecc.org). Please visit their websites for additional information.

Frequently Asked Questions

(1) *What is an EP Collaborator List?*

To support the ACCME criteria for Independence and in order to be able to be selected as an education partner by pmiCME, EPs will have attested to specific criteria for collaboration, as outlined in the EP Attestation and Statement of Ethics form. Upon completion of the Standard for Commercial Support training module and submission of forms, EPs will be considered collaborators with pmiCME and added to the list.

(2) *How often do I need to submit the EP Attestation and Statement of Ethics forms?*

One time only upon completion of the Updated Standards for Commercial Support training module posted on pmiCME.org.

(3) *How often do I need to submit financial disclosure information?*

Annually

(4) How will a commercial supporter know if an EP has been added to the collaborator list?

The EP Collaborator list is posted on the pmiCME webpage (pmiCME.org/pmi/ep_collaborators) and updated as completed forms are submitted. pmiCME's account manager will also work as a liason with commercial supporters as an additional resource.

(5) Can a commercial supporter suggest an Education Partner?

No.

(6) What is a firewall?

A Firewall is an organizational structure that provides a separation between CME and promotional staff from simultaneously developing educational content.

(7) Is a firewall required to collaborate with pmiCME?

Yes, it is stated in the EP Attestation form that a separation must exist; staff involved in the development of educational content may not simultaneously work on promotional activities.

(8) Do we need a separate senior level staff?

No, it is not required to have a separate CEO, President/Controller, Operations Officer and/or IT/Systems administration staff. It is required, however, to have an executive level officer dedicated to education content development and not promotion.

(9) What does "SMS" stand for in slide 3?

State Medical Societies

(10) Does every EP staff member have to provide disclosure?

Only those staff who are involved with the development of content for a CME activity. "Involved" is defined as anyone who is in a position to control content, regardless of whether you have written any material or not.

(11) Will an email suffice as a written request for honoraria amounts that exceed pmiCME's designated amount?

Yes, an email request to your assigned Project Leader will be acceptable. Please be sure to include the rationale for an increase