

Kettering Health Continuing Medical Education Program Duties and Responsibilities

The Kettering Health (KH) Continuing Medical Education (CME) Program is accredited by the Accreditation Council for Continuing Medical Education (ACCME) via the Ohio State Medical Association (OSMA). According to its Mission and its obligation to uphold the Standards for Integrity and Independence in Accredited Continuing Education, the KH CME Program is “responsible for ensuring that healthcare professionals have access to learning and skill development activities that are trustworthy and are based on best practices and high-quality evidence. These activities must serve the needs of patients and not the interests of industry.

This independence is the cornerstone of accredited continuing education. Accredited continuing education must provide healthcare professionals, as individuals and teams, with a protected space to learn, teach, and engage in scientific discourse free from influence from organizations that may have an incentive to insert commercial bias into education.” (*ACCME Preamble to the Standards*)

Toward this end its duties include the following:

- A. Act as stewards to ensure compliance with all ACCME Standards
 1. *Standard 1: Ensure Content is Valid* (see separate policy)
 2. *Standard 2: Prevent Commercial Bias and Marketing in Accredited Continuing Education*
 3. *Standard 3: Identify, Mitigate, and Disclose Relevant Financial Relationships* (see separate policy)
 4. *Standard 4: Manage Commercial Support Appropriately* (if applicable) (see separate policy)
 5. *Standard 5: Manage Ancillary Activities Offered in Conjunction with Accredited Continuing Education* (see separate policy)
- B. Maintain mechanisms to record and verify provider participation
- C. Retain CME files/activity during the current accreditation term or for the last twelve months, whichever is longer
- D. Conduct periodic and regular review of planned outcomes achievement for CME events
 - a. to improve future programming and assess completion of the following GOALS:
 - i. resolution of identified professional practice gaps
 - ii. achievement of the “Expected Results” in the Program Mission Statement

- b. utilizing the following DESIGN:
 - i. Spreadsheet Display
 - 1. Results from events' Impact Assessment Surveys
 - a. The ability of physicians from different medical specialties to communicate effectively and productively with one another in their provision of optimal patient care.
 - b. Resolution of the professional practice gaps identified by the program's activity planners and recognized by the supporting institution.
 - c. Changes in performance and practice
 - d. Yes/No questions are posted in a spreadsheet:
 - i. Vertical Columns: Dates of Assessed Events
 - ii. Horizontal Rows: Mean percentage of participants' positive responses
 - ii. Analysis Method
 - 1. A periodic summary of post-activity responses to Impact Assessment Surveys - Yes/No questions show data points of percent of positive answers.
 - 2. Display of dated percentage of Yes/No positive responses gives an estimate of event outcomes achievement during a particular period.
- c. and following through on PROGRAM RESPONSIBILITIES and DISPOSITION
 - 1. Periodic and regular review of outcomes achievement by the CME Executive Group
 - 2. Significant data shared with RSS event and other activity planners
 - a. RSS Planner responsibilities to include a review of planned outcomes achievement for particular periods and,
 - b. Discussion of plans with CME Executive Group regarding any unsatisfactory achievement of event outcomes and design of follow-up or new events