

**WINTHROP-UNIVERSITY HOSPITAL
CONTINUING EDUCATION COMMITTEE**

Policy Statement on Joint Sponsorship

An accredited sponsor, such as Winthrop-University Hospital, may be asked by organizations which are not accredited to jointly sponsor CME activities. Recognizing that non-accredited organizations seeking joint sponsorship often lack not only the accreditation, but also the expertise and resources necessary to plan a CME activity, Winthrop-University Hospital's Continuing Medical Education Committee (CMEC) will consider joint sponsorship with such entities under the conditions and guidelines outlined below.

If the CMEC determines that this proposed activity merits joint sponsorship, and the policies outlined in this document are followed, the non-accredited entity must recognize that the program will be a Winthrop-University Hospital program which the CMEC has agreed to jointly sponsor with the non-accredited entity. The non-accredited entity will be appropriately recognized and listed on the brochures and program materials, but the responsibility for ensuring compliance with the academic standards and essentials of CME rests with Winthrop-University Hospital.

1. The organization requesting joint sponsorship must complete the CME Credit Approval application form, which is then submitted to the CMEC for review and approval, if warranted.
2. All printed materials must be pre-approved by Winthrop's CME staff, acting on behalf of the CMEC. Winthrop-University Hospital must be prominently listed as joint sponsor of the activity, including on the front cover of all promotional materials.
3. In cases where there is commercial support of the CME activity, ACCME standards must be followed. The non-accredited sponsor will be responsible for obtaining full disclosure statements from faculty and letters of agreement from the commercial organizations providing educational grants. Copies of these documents are to be filed with the Office of Academic Affairs. Full disclosure must be obtained from faculty, regardless of whether there is commercial support
4. Educational grants from commercial sponsors must be channeled through an account at W-UH unless alternative arrangements which meet ACCME standards are approved by Winthrop's CMEC.
5. All CME activity announcements must contain the correct accreditation and credit designation statements, phrased exactly as follows:

This program is jointly sponsored by Winthrop-University Hospital and _____.
(Non-accredited sponsor)

Winthrop-University Hospital is accredited by the Accreditation Council for Continuing Medical Education (ACCME) to sponsor continuing medical education for physicians.

Winthrop-University Hospital designates this Continuing Medical Education activity for a maximum of (or "for up to") __ credit hours in Category I credit towards the AMA Physicians' Recognition Award. Each physician should claim only those hours of credit that he/she actually spent in the educational activity.

Winthrop-University Hospital relies upon faculty participants in its CME programs to provide educational information that is objective and as free of bias as possible. In this spirit, and in accordance with the guidelines of the program sponsor, faculty participants are expected to indicate any commercial relationship that might be perceived as a real or apparent conflict of interest.

6. Winthrop-University Hospital will provide the non-accredited sponsor with attendance and evaluation forms. (Please contact the Office of Academic Affairs for information on the Joint Sponsorship fees for administration and processing).

7. A summary of attendance by physician, and evaluations will be sent to the non-accredited sponsor at conclusion of each program. Original attendance forms will be returned to the non-accredited sponsor after they have been entered by computer by the Office of Academic Affairs. The non-accredited sponsor must keep the record of attendance for two years.

8. Credit letters will be sent to attendees on a semi-annual basis by the Office of Academic Affairs.

9. A copy of this policy, signed by the designated representative of the non-accredited sponsor, must accompany the accreditation request forms.

I have read the above policy and have been given the accreditation request forms, including the ACCME's "Standards for Commercial Support of Continuing Medical Education". I understand that Winthrop-University Hospital reserves the right to withdraw sponsorship of this activity at any time if any of the above policies have not been followed.

Signature of Designated Representative: _____

Printed Name of Designated Representative: _____

Non-Accredited Sponsor: _____

Program: _____

Date: _____