

Policy Title: Continuing Interprofessional Development Educational Activities Accredited by MaineHealth

This policy is in accordance with all of the Joint Accreditation criteria required for awarding continuing education credit for an educational activity.

<https://www.jointaccreditation.org/revised-joint-accreditation-criteria>

Compliance Requirements

All of the following are required:

- Educational activities must take attendance using the CloudCME texting or online function. If a learner is unable to text attendance, planner is required to enter attendance into CloudCME within two weeks.
 - Be accompanied by an evaluation form;
 - For Regularly Scheduled Series (RSS) they must have at least at least 25% of the sessions evaluated completed annually.
 - The evaluation form must identify the intention to change learners' competence, performance and/ or patient outcomes as a result of the educational activity.
- The educational activity must be designed to develop or reinforce desirable provider attributes; specifically the Institute of Medicine (IOM) Core Competencies, Accreditation Council for Graduate Medical Education (ACGME)/American Board of Medical Specialties Competencies and/or the Interprofessional Education Collaborative Roles/ Responsibilities Competencies.
<https://mainehealth.cloud-cme.com/assets/mainehealth/PDF/Selecting%20Desirable%20Provider%20Competencies.pdf>
- All educational activities must maintain participant attendance records.
- Specifically, prior to approval of an activity for credit, all faculty must be listed in the CloudCME database for an activity, with an updated Conflict of Interest Disclosure.
- Activity planners are responsible to be sure faculty are appropriate and qualified. Activity planners are expected to review presenters' CVs as needed to confirm qualifications, especially for those faculty outside of MaineHealth. the Dept. of Medical Education staff may be ask activity planners to submit a faculty presenter's CV. Curriculum Vitae for Faculty are required for ABIM MOC activities.
- On a limited, caseby-case basis, an accredited educational activity may be commercially supported.

Regularly Scheduled Series (e.g., Grand Rounds):

- Educational planners are required to complete all requirements prior to the RSS activity start dates, as follows:
 - a. When approved, the planner should review all dates for accuracy
 - b. Creating and maintaining titles for each presentation
 - c. Setting objectives for each lecture
 - d. Adding the faculty for each presentation

Video upload for RSS activities:

- Protocol for completing an application will be required, (see cloud CME application policy in the application section above).

- Activity planner will select no more than 10 video recordings per annual application they want to upload into CloudCME
- All video recordings must be edited and uploaded to the media platform YouTube and web address provided to CloudCME.
- Videos must follow HIPPA guidelines.

Activity planner will provide questions and answers if necessary.

Approval Committee(s) and Dates:

Continuing Medical Education Advisory Committee, 05/2018.

Continuing Interprofessional Development Committee, June 17, 2020.

MH Office IPE Accreditation & Operational Subcommittee, October 18, 2023