



Policy on Disclosure of Relevant Financial Relationships and Mechanism to Identify and Resolve all Conflicts of Interest

The American Academy of CME (Academy) has adopted the following policy for all educational activities which it certifies for physician, pharmacy, nursing, and/or dietitian continuing education.

1. Identify

- a. Any person involved with the planning and delivery of a CME/CNE/CPE/CE activity (CE certified activity), and who has an opportunity to affect the content is required to submit a ***Disclosure of Relevant Financial Relationships Form*** to the Academy, prior to any involvement in content development. This includes, but is not limited to, all moderators, faculty/writers/editors, joint sponsoring/co-providing organization's staff, and/or planning committee members.
- b. This disclosure must be received by the Academy prior to final confirmation of participation either as a planner or faculty/author.
- c. If any person refuses to disclose, they will be disqualified from further participation and cannot have control of, or responsibility for, the development, management, presentation, or evaluation of the CE activity.
- d. The Academy staff member responsible for the activity, upon receipt of each Disclosure Form, shall review and determine if a conflict of interest is present utilizing Academy Policy 9.2 - Conflict of Interest Algorithm. If a potential conflict of interest (COI) is perceived, the Academy must document the method used to address and resolve the COI (if that is possible).

2. Some Methods of Accepted Resolution

- a. The person having the potential COI documents to the Academy that they have divested themselves of the relationship (i.e., consultant, advisory board member, promotional speaker, and such)
- b. In-house Review
 1. A member of the Academy's staff will review presentation slides, abstracts, and any other education/handout materials for appropriate references, level of evidence, fair-balance, and non-commercial interest. Also approved is the use of scientific abstracts or free-standing papers or articles that have previously been peer reviewed or judged against predetermined criteria to ensure the data supports the conclusions before they are accepted for presentation or publication.

- c. External Peer Review
 - 1. External validation by an Academy independent external peer reviewer who has the content expertise to review the materials and evaluate for clinical relevance, level(s) of evidence, conclusions and document to the Academy the presentation(s) is/are fair balanced, non-biased, and practice recommendations are evidence based.
- d. Revising the role of the individual with a potential conflict so the financial relationship is no longer relevant.
- e. Removing the individual with the potential COI from participating in all parts of the educational activity.
- f. Participation
 - 1. If a potential COI cannot be resolved either by divesting the relationship or by the peer review process, the person identified will not be allowed to present clinical recommendations but may present other data or information.
 - 2. Employees of an ACCME-defined commercial interest are prohibited from delivering content related to their employers' business lines and products per the ACCME Standards of Commercial Support. There is no way to resolve this conflict and such individuals will not be permitted to participate in the development or delivery of such educational content for a CE-certified activity.
 - 3. Regardless of the method used, there must be documentation of type of potential COI identified, the method used to resolve the conflict, and the final outcome of the resolution.
 - 4. When there is a disagreement regarding the identification of a conflict of interest or the Academy's resolution, the matter will be referred to the Academy's Board of Directors for a final determination. All correspondence between the Academy and Board members must be documented.