SOM OP: 60.01, Payment of Honorarium

PURPOSE: The purpose of this policy is to establish limits for compensation to presenters of continuing medical education (CME) activities.

REVIEW: This policy will be reviewed on September 1st of each odd-numbered year by the Managing Director for Continuing Medical Education. If a revision to the policy is recommended, the CME Committee will review and approve changes.

POLICY/PROCEDURE:

1. Policy. It is the policy of the Department of CME to establish honorarium amounts and make payments to presenters of CME activities. This policy replaces CME Policy 05.2, Determination and Payment of Honorarium and Expenses approved August 8, 2008.

2. Procedures.

   a. The course director and project coordinator in the Department of CME shall establish the amount of honoraria for speakers at CME activities. Projected revenues and expenses for the CME activity are used to establish honorarium amounts.

   b. The amount of honorarium shall be based on fair market value, taking into consideration the speaker’s specialty, qualifications, length and number of presentation(s), preparation time, and travel time. Maximum honorarium paid shall be $10,000.

   c. Honoraria shall be paid to speakers by the Department of CME, other SOM department, educational partner, or joint sponsoring organization. Honoraria paid by joint sponsors must be made with the prior approval of the Department of CME.

3. Restrictions

   a. No speaker for a CME activity shall receive honoraria, travel, or out-of-pocket expenses directly from an industry support company.

   b. No other payment from external sources may be given to the course director, planning committee members, speakers, or any others involved with the activity, with the exception of reimbursements for activity-related expenses pre-approved by the Department of CME.