SOM OP: 60.08, Joint and Co-sponsorship

PURPOSE: The purpose of this policy is to define and establish limits on jointly sponsored and co-sponsored continuing medical education 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 plan and produce continuing medical education activities using the ACCME’s definitions of direct sponsorship, joint sponsorship, and co-sponsorship.

2. Definition of Terms.
   a. A directly sponsored activity is one that is planned, implemented and evaluated by the accredited provider.
   b. A jointly sponsored activity is defined as one that is planned, implemented and evaluated by an accredited provider and a non-accredited entity.
   c. Co-sponsored activities are provided by two accredited providers.

3. Procedures.
   a. The responsibilities and roles of the CME office and joint or co-sponsor will be stated in a letter of agreement. The CME office has the right to withdraw from any activity if the joint or co-sponsor fails to meet its obligations as described in the letter of agreement or fails to comply with CME policies and procedures.
   b. Jointly sponsored and co-sponsored activities must be consistent with the CME mission.
   c. The project manager for the CME office is responsible for activity planning and production in order to meet accreditation requirements.
   d. The project manager and representative of the joint or co-sponsor shall develop a projected budget for the CME activity.
   e. At the project manager’s discretion and with written authorization, the joint or co-sponsor may solicit funds from industry support companies. Funds must either be received by the CME office or be delivered to the joint or co-sponsor with the project manager’s written authorization.
f. A commercial interest cannot take the role of non-accredited partner in a jointly sponsored activity.

g. The CME office will charge fees for services provided in jointly and co-sponsored activities according to the current fee schedule.