



**SOM OP: 60.05 Appropriate Use of Commercial Support**

**PURPOSE:** The purpose of this policy is to describe the appropriate use of commercial support in continuing medical education activities.

**REVIEW:** This policy will be reviewed on September 1<sup>st</sup> 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:**

**Policy**

It is the policy of the TTUHSC Office of CME to abide by the ACCME Standards for Commercial Support. Specifically, it is our intent to comply with ACCME SCS all of Standard 3 and to comply with Criterion 8 of the ACCME accreditation criteria.

**Procedures**

1. The Office of CME shall make all decisions regarding disposition and disbursement of commercial support funds.
2. The project manager shall document the terms, conditions, and purposes of the commercial support in a written agreement that is signed by both the Managing Director and his/her designee, as a representative of the Office of CME and the representative of the commercial interest. The Letter of Agreement may be either the one developed by TTUHSC or one provided by the supporting company provided that it is an unrestricted grant and meets TTUHSC legal requirements and complies with ACCME Standards for Commercial Support. All grants for activities certified for credit by the TTUHSC Office of CME will be in the form of unrestricted educational grants.
3. Acknowledgement of commercial support must be disclosed in writing (handout, syllabi, program announcement, etc.) to the learner prior to the beginning of the activity. The source of the support and any "in-kind" support will be disclosed to the learner prior to the beginning of the education activity. Disclosure to the learner must not include the corporate logo, trade name or product group message of an ACCME defined commercial interest.
4. At the conclusion of the educational activity, the project manager will develop a final accounting of all income and expenses, including expenditures of funds from commercial interests.
5. A commercial interest may not give advice regarding teachers, authors, content, participants or other education matters as a condition of contributing funds.