



DISCLOSURE FORM AND GUIDELINES

Name of Faculty/Planning Committee Member:

Role in Activity [Planner, Faculty/Speaker, Reviewer, etc.]:

Primary Care Network (PCN) is accredited by the Accreditation Council for Continuing Medical Education (ACCME). We appreciate your help in partnering with us to follow accreditation guidelines and help us create high-quality education that is independent of industry influence. To participate as a person who will be able to control the educational content of this accredited continuing education (CE) activity, we ask that you **disclose all financial relationships with any ineligible companies that you have had over the past 24 months.**

The ACCME defines an “ineligible company” as those whose primary business is producing, marketing, selling, re-selling or distributing healthcare products used by or on patients. There is no minimum financial threshold; you must disclose ALL financial relationships, regardless of the amount, with ineligible companies. We ask you to disclose regardless of whether you view the financial relationship as relevant to the education. For more information on the Standards for Integrity and Independence in Accredited Continuing Education, please visit <http://www.accme.org/standards>.

Since healthcare professionals serve as the trusted authorities when advising patients, they must protect their learning environment from industry influence to ensure they remain true to their ethical commitments. Many healthcare professionals have financial relationships with ineligible companies. By identifying and mitigating relevant financial relationships, we work together to create a protected space to learn, teach, and engage in scientific discourse free from influence from organizations that may have an incentive to insert commercial bias into education.

After PCN receives your completed disclosure form, we will review your information and determine whether your financial relationships are relevant to the education. Please note: the identification of relevant financial relationships does not necessarily mean that you are unable to participate in the planning and implementation of this educational activity. Rather, the accreditation standards require that relevant financial relationships are mitigated before you assume your role in this activity.

Financial relationships are relevant when the following conditions are met for the person who will control content of the education:

- A financial relationship, in any amount, exists between the planner/faculty and an ineligible company.
- The financial relationship existed during the past 24 months.
- The content of the education is related to the products of an ineligible company with whom the planner/faculty has financial relationships.

PCN Mitigation Strategies will include the following:

- Peer Review of content by persons *without* relevant financial relationships
- Attestation that clinical recommendations are evidence-based and free of commercial bias (e.g., peer-reviewed literature, adhering to evidence-based practice guidelines)



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PCN CME GUIDELINES	
Please indicate your understanding of and willingness to comply with each statement below by placing an “X” to the left of the statement. If you have any questions regarding your ability to comply, please contact PCN immediately.	
	All recommendations for patient care in accredited continuing education must be based on current science, evidence, and clinical reasoning, while giving a fair and balanced view of diagnostic and therapeutic options.
	All scientific research referred to, reported, or used in accredited education in support of justification of a patient care recommendation must conform to the generally accepted standards of experimental design, data collection, analysis, and interpretation.
	Although accredited continuing education is an appropriate place to discuss, debate, and explore new and evolving topics, these areas need to be clearly identified as such within the program and individual presentations. It is the responsibility of accredited providers to facilitate engagement with these topics without advocating for, or promoting practices that are not, or not yet, adequately based on current science, evidence, and clinical reasoning.
	Content cannot be included in accredited education if it advocates for unscientific approaches to diagnosis or therapy, or if the education promotes recommendations, treatment, or manners of practicing healthcare that are determined to have risks or dangers that outweigh the benefits or are known to be ineffective in the treatment of patients.
	This activity will promote quality or improvements in healthcare and will not promote a specific proprietary business interest of an ineligible company. Content for this activity, including any presentation of therapeutic options, will be well-balanced, evidence-based, unbiased and will address the stated learning objectives.
	The educational content will be reviewed for independence and content validation by an independent peer reviewer. I will present the approved CME content and will not make changes without the prior knowledge and approval of PCN.
	If I am discussing specific healthcare products or services, I will use <i>generic names</i> to the extent possible. If I need to use trade names, I will use trade names from several companies when available, and not just trade names from any single company. I will not use any product or company logos in my presentation.
	If I am discussing any product use that is off label, I will disclose that the use or indication in question is not currently approved by the FDA for labeling or advertising.



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PCN recommends following the below *best practices* when presenting clinical content in accredited CE:

- Clearly describe the level of evidence on which the presentation is based and provide enough information about data (study dates, design, etc.) to enable learners to assess research validity.
- Ensure that, if there is a range of evidence, that the credible sources cited present a balanced view of the evidence.
- If clinical recommendations will be made, include balanced information on all available therapeutic options.
- Address any potential risks or adverse effects that could be caused with any clinical recommendations.

Although accredited CE is an appropriate place to discuss, debate, and explore new and evolving topics, presenting topics or treatments with a lower (or absent) evidence base should include the following strategies:

- Facilitate engagement with these topics without advocating for, or promoting, practices that are not, or not yet, adequately based on current science, evidence, and clinical reasoning
- Construct the activity as a debate or dialogue. Identify other faculty who represent a range of opinions and perspectives; presentations should include a balanced, objective view of research and treatment options.
- Teach about the merits and limitations of a therapeutic or diagnostic approach rather than how to use it.
- Identify content that has not been accepted as scientifically meritorious by regulatory and other authorities, or when the material has not been included in scientifically accepted guidelines or published in journals with national or international stature.
- Clearly communicate the learning goals for the activity to learners (e.g., “This activity will teach you about how your patients may be using XX therapy and how to answer their questions. It will not teach you how to administer XX therapy”).

I attest that as a Faculty and/or Planning Committee Member of this accredited CE activity, I have read, understand, and will follow the above guidelines. The information I have provided is true and complete to the best of my knowledge, as of this date of submission. I agree to adhere to the [ACCME Standards for Integrity and Independence in Accredited Continuing Education](#).

Accepted and Agreed: Typed signature with date indicates electronic verification of the information provided.

Signature:

Date: