

Credit is based on real time, i.e. 60 minutes = one hour. Credit is designated in 15 minute, or 0.25 credit increments. \*Credit should be calculated by add the total minutes divided by 60, rounded to the nearest quarter hour. The minimum number of credits is 0.25.

Clinical person overseeing the series

## Section 1: Course Information

Series Title: "[Insert Series Title]" Title of the overall series

Course Director: "[Insert Course Director]"

### Course Director Disclosure of Conflicts of Interest:

No financial relationships with entities producing health care goods to disclose.

### Accreditation and Credit Designation (CME):

In support of improving patient care, the University of Pittsburgh is jointly accredited by the Accreditation Council for Continuing Medical Education (ACCM), the Accreditation Council for Pharmacy Education (ACPE), and the American Nurses Credentialing Center (ANCC), to provide continuing education for the healthcare team

The University of Pittsburgh designates this live activity for a maximum of [ ] AMA PRA Category 1 Credit™. Physicians should claim only the credit commensurate with the extent of their participation in the activity.

**Other Healthcare Professionals:** Other health care professionals will receive a certificate of attendance confirming 1 contact hour of participation.

## Section 2: Session Information

Session Date: "[Insert Class Date]"

From COI FORM

Presenter/Moderator: "[Insert Name, Degree, Affiliation]"

### Presenter/Moderator Disclosure of Conflicts of Interest:

No financial relationships with entities producing health care goods to disclose.

OR-

The following information was disclosed: "[Insert name of commercial entity, nature of relationship from COI Form]"

Not Common

*No other planners, members of the planning committee, speakers, presenters, authors, content reviewers and/or anyone else in a position to control the content of this education activity have relevant financial relationships to disclose.*

### Management of Presenter Conflicts of Interest: **(TO BE COMPLETED IF PRESENTER HAS DISCLOSED RELATIONSHIPS):**

**Step 1:** Presentation must be reviewed to ensure content is balanced, scientifically rigorous and free of commercial bias using one of the following options:

Content was reviewed by the course director with no relevant relationships.

-OR-

Content was reviewed by:

"[Insert Reviewer Name]"

(with no relevant relationships)

\*if the Reviewer is NOT the course director, please attach a completed Disclosure Form.

**Step 2:** Conflicts must be resolved prior to delivery of the presentation to ensure the content is valid and aligned with the interest of the public. Upon review of content, one of the following results occur:

Individual's relationships have no bearing on the topic.

Potential for relevant conflict of interest based on presenter's commercial interest relationships and the topic/content in his/her presentation topic/content. **Reviewer found the presentation to be balanced, non-biased and scientifically rigorous.**

Potential for relevant conflict of interest based on presenter's commercial interest relationships and the topic/content in his/her presentation rendered it possibly unbalanced and/or biased and at the reviewer's request, the presenter modified the presentation. **The reviewer's second review found the modified presentation was balanced, non-biased and scientifically rigorous.**