

The **UPMC Center for Continuing Education in the Health Sciences (CCEHS)** is accredited by the Joint Accreditation for Interprofessional Continuing Education, <http://jointaccreditation.org>. To comply with accreditation guidelines, the following criteria outlines the general expectations for all accredited CE activities:

- Continuing education (CE) consists of educational activities, which serve to maintain, develop or increase the knowledge, skills, and professional performance, and relationships that a healthcare professional uses to provide services for patients, the public or the profession.
- The UPMC CCEHS discourages awarding credit for mandatory or general orientation type training (e.g., first aid, fire safety) because health care professionals should select and engage in continuing education based on their own needs to support their continuing professional development.
- All educational content must be fair and balanced, and any clinical content must support safe, effective patient care.
- The UPMC CCEHS must be involved early in the planning process (i.e., applications must be submitted early in the planning stages of the activity).
- If the activity is seeking to request **multiple types of credit**, the activity is considered "interprofessional" and must be designed by and for the healthcare team. For this reason, the credit type requested must **1.)** be reflective of the target audience the activity is designed to address and **2.)** include a planning committee member representing the discipline (e.g., ANCC requires a nurse on the planning committee).
- The activity must address the educational needs (knowledge, competence, or performance) that underlie the professional practice gaps **of the target audience**. A professional practice gap exists when there is a gap between what the professional is doing or accomplishing compared to what is achievable on the basis of current professional knowledge.
- To comply with the Standards for Integrity and Independence in Accredited Continuing Education, <https://accme.org/accreditation-rules/standards-for-integrity-independence-accredited-ce>, the CCEHS is responsible for identifying relevant financial relationships between individuals in control of educational content and **ineligible companies** and managing these to ensure they do not introduce commercial bias into the education. **IMPORTANT NOTE:** Accreditation guidelines require the identification and mitigation of relevant financial relationships **PRIOR TO** the individual participating in the planning or implementation of the activity. For this reason, applications **MUST** be received early in the planning stages and include the disclosure of financial relationships of the planning committee. If relevant financial relationships are identified, the activity may be denied if the individual has already contributed to the content of activity.
- Activity evaluations must seek to determine changes in skills, strategy, performance of one's role; and/or impact on the healthcare team; and/or impact on patient outcomes.

Common Issues:

- ✓ Applications are submitted after the activity has been planned (**most common**).
- ✓ Credit for a specific profession (e.g., nursing, social work) is requested without representation on the planning committee.
- ✓ Credit is requested for a specific profession "with the hope that they will attend" but it is not designed specifically to address the practice gaps of the audience.
- ✓ A live activity is recorded without consent from the presenters or others appearing on the screen.
- ✓ Prior attendance has been consistently low.
- ✓ Recorded content includes copyrighted material or privacy concerns (most commonly pictures of people without consent).
- ✓ An activity approved as a Regularly Scheduled Series (RSS) does not meet on a regular basis or has low attendance.

Please visit <http://cce.upmc.com> to submit an application, review general FAQs or contact CCEHS Support.