POLICY	
SUBJECT/TITLE:	Continuing Medical Education Policy
APPLICABILITY:	Education and Science Department
CONTACT PERSON & DIVISION:	Chevis Shannon; Chief Education and Science Officer (CESO)
ORIGINAL DATE ADOPTED:	10/16/2010
LATEST EFFECTIVE DATE:	3/10/2022
REVIEW FREQUENCY:	Every 3 years
BOARD APPROVAL DATE:	3/10/2022
REFERENCE NUMBER:	

1.0 Purpose

The American Society for Reproductive Medicine (ASRM) is a multidisciplinary organization dedicated to the advancement of the science and practice of reproductive medicine. It is of the best interest of ASRM to implement internal firewalls to prevent the sharing of information acquired from promotional activities, ensure content validity, and determine any potential conflicts of interest.

2.0 Policy

1.) ASRM prohibits the discussion of the content of CME activities between those staff members involved in educational planning and those staff members who interact with industry.
2.) Educational planning staff members are prohibited by official Society policy from having any professional interaction with commercial supporters.
3.) Staff members involved in industry relations do not participate in any way in the deliberations of the committees responsible for planning of educational activities, including the CME Committee, the Scientific Program Committee, or the Postgraduate Program Committee.
4.) Employees of manufacturers of pharmaceuticals, laboratory supplies, or medical devices are not permitted to participate as faculty in CME activities pertaining to patient treatment.
5.) In selected hands-on courses using specialized equipment, industry employees are permitted to function as assistants in equipment setup and function, but they are not permitted to teach or participate in any way in the development of the course curriculum.
6.) No staff members involved in program planning are permitted to seek information or guidance regarding the research or educational interests of potential commercial supporters.
7.) All planners and speakers for CME activities are required to complete disclosures of commercial and financial relationships for themselves and their spouses/partners with manufacturers of pharmaceuticals, laboratory supplies, and medical devices. This includes commercial providers of medially related services prior to the CME activity.
8.) The disclosures are reviewed by the Subcommittee of Standards for Commercial Support of the ASRM CME Committee. The Subcommittee determines whether it perceives any potential conflicts of interest and then resolves any perceived potential conflicts of interest by either 1)

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prohibiting the discloser from participating in the CME activity; or 2) directing the discloser to refrain from making therapeutic recommendations regarding products or therapies.

9.) To ensure content validity, all CME activities must be based on the most current published evidence in the medical literature. A list of literature references must also be provided to the learners in the activity. Materials for CME activities, including learning objectives, needs assessments, content descriptions, slides, print materials and promotional materials, are reviewed by the Chief Education and Science Officer in conjunction with the CME coordinator, the CME Committee and the Program Planning Committee for scientific validity and lack of scientific or commercial bias. Speakers are required to make full disclosure verbally and in any print or enduring materials.

10.) ASRM follows the ACCME policy pertaining to 'Records Retention'. ASRM will maintain a mechanism to record and be able to verify participation or six years from the date of the CME activity. Activity files/records for CME activity planning and presentation will be maintained for the current accreditation term or the last twelve months, whichever is longer.

3.0 Definitions

CME: Continuing Medical Education

CESO: Chief Education and Science Officer

4.0 Related Policies and Procedures

N/A

5.0 Responsibilities

N/A

6.0 Supporting Information

N/A

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