

Within the accreditation process the MSNJ *verifies* that a provider meets the MSNJ's accreditation expectations *in practice* through a review of materials used in the planning and implementation of individual CME activities or groups of activities and materials used in the administration of a CME program. Providers are asked submit verification that their CME program meets the MSNJ'S 2006 Accreditation Criteria through the documentation review process.

Affix these labels to information that verifies that this activity meets the MSNJ'requirments.

See Instructions for Submitting Your Performance in Practice for more information. Please identify within each example where the fulfillment of these requirement is demonstrated.

The **activity topics/content** (e.g., as published in an agenda, brochure, program book, or announcement.

LABEL 1

C2

The professional practice gap(s) of your learners on which the activity was based.

LABEL 2

C2

The need (knowledge, competence or performance) underlying the professional practice gap(s).

LABEL 3

C3

Activity was designed to change physician competence, performance, or patient outcomes.

LABEL 4

C4

Activity matched the learners' current or potential scope of professional activities.

LABEL 5

C5

Educational format(s) are appropriate for the setting, objectives, and desired results of the activity.

LABEL 6

C6

Activity was developed in the context of desirable physician attributes (e.g., IOM competencies, ACGME competencies).

LABEL 7

C7

A list of all individuals in control of content of CME activity and specify their role (e.g., planner, faculty, reviewer).

LABEL 8

C7

Relevant financial relationships that individuals in a position to control the content of CME disclosed to the provider. **(SCS 2.1)**

LABEL 9

C7

Verification of the implementation of our mechanism(s) to identify and resolve conflicts of interest prior to the start of the activity.

(SCS 2.3)

LABEL 10

C7

Verification that disclosure of relevant (or no) financial relationships was made to learners prior to the beginning of the activity. **(SCS 6.1-6.2, 6.4-6.5)**

LABEL 11

C7

THIS WAS A COMMERCIALY SUPPORTED ACTIVITY -
Disclosure of source of commercial support was made to learners prior to activity. **(SCS 6.3-6.5)**

LABEL 12

C8

Income and expense statement for the activity, including the receipt and expenditure of commercial support.

(SCS3.13)

LABEL 13

C8

THIS WAS A COMMERCIALY SUPPORTED ACTIVITY -

List of all commercial supporters for the activity.

(SCS 3.4-3.6)

LABEL 14

C8

THIS WAS A COMMERCIALY SUPPORTED ACTIVITY -

All signed written agreements.

(SCS 3.4-3.6)

LABEL 15

C11

The data or information generated from this activity about changes in learners' competence or performance or patient outcomes achieved.

LABEL 16

MSNJ Policy

The **accreditation statement** as produced in activity materials.

LABEL 17

MSNJ Policy

The **designation statement** as produced in activity materials.

LABEL 18

Please use labels, arrows, highlighting, or other methods to make explicit **where** in the activity there is evidence of compliance.

Note: If the activity for which you are labeling evidence is an Enduring Material, Journal, or Internet CME Activity, you are also required to demonstrate that the activity is in compliance with the MSNJ Policy that is specific to its activity type. Please refer to the specific policies for each activity type in the MSNJ Procedure and Instructional Manual and be sure to **show** how your Enduring Material, Journal, or Internet CME Activity complies with the applicable policy. You are required to submit the CME product for these types of activities if they are selected for documentation review.

NOTE: If, in any of the selected activities, there is evidence of your organization's practices that are consistent with the Level 3 Engagement Criteria (C16-C22), attach this evidence identifying the applicable criteria and include it in the activity file.