

JOINT PROVIDERSHIP A CME Policy Statement

JOINT PROVIDERSHIP is a relationship that exists when the Office of Continuing Medical Education enters into a collaborative educational partnership with another organization. **JOINT PROVIDERSHIP** must be restricted to organizational entities with which such involvement is academically appropriate e.g. other leading medical institutions; distinguished societies in medicine, the social sciences or humanities; and established publishers of medical literature of recognized quality.

JOINT PROVIDERSHIP is a relationship that is required whenever Weill Cornell Medical College relies, to any significant degree, on an outside institution of appropriate stature, for any or all of the following:

1. Assessing needs and interests, identifying and defining target audience, and assisting with program conception.
2. Establishing and articulating activity objectives or goals.
3. Developing academic content and/or educational design.
4. Participating in the selection of presenters and/or topics.
5. Sharing in financial responsibility for the activity.

With respect to the above, however, Weill Cornell Medical College must maintain a significant involvement, and **FULL** responsibility for each CME activity it approves for CME credit, whether provided jointly or not.

For all activities jointly provided with another organization: **the outside organization is expected to pay the following administrative fees:**

Application Fee (non-refundable)	\$500.00
Administrative Fee for approved Jointly Provided Activities	\$1000.00

These guidelines are meant to establish that Weill Cornell Clinical Departments and Faculty Committees may share the burden of program development with appropriate organizations, under the prescribed circumstances as outlined in Cornell's CME Guidelines. Responsibility for assuring that the resulting CME activity meets the highest requirements and standards of Weill Cornell Medical College and the Accreditation Council for Continuing Medical Education rest solely with the Weill Cornell Continuing Medical Education Committee and is not transferable.

WEILL CORNELL MEDICAL COLLEGE
OFFICE OF CONTINUING MEDICAL EDUCATION

JOINT PROVIDERSHIP LETTER OF AGREEMENT

This Letter of Agreement is to confirm that

is entering a "**JOINT PROVIDERSHIP**" relationship with

Weill Cornell Medical College
Office of Continuing Medical Education

in order to develop the CME activity entitled:

to be held at:

(location)

on

(date and time)

JOINT PROVIDERSHIP is defined as a "collaborative educational partnership" through which each participating organization has certain obligations and responsibilities. However, as the institution accredited by the ACCME to approve this CME activity, Weill Cornell **MUST** require the following:

1. that the ACCME Standards for Integrity and Independence and all Cornell Guidelines on CME be met to the full satisfaction of the Weill Cornell CME Committee.
2. that all literature, brochures, official correspondences, signage, nametags, handouts, etc., must receive the approval of the CME Committee before publication.
3. that Cornell must retain final approval rights for all program faculty and program content.
4. that all budgets for the activity--including but not limited to honoraria, reimbursements, tuition's and grants--must receive prior approval from Weill Cornell's Office of Continuing Medical Education and the CME Committee.
5. that all future use of this activity (e.g., "spin-offs" such as tapes, publications, computer programs, etc.) can be distributed only with the prior approval and written consent of Weill Cornell.
6. that mass-marketing of the CME activity must receive the prior approval of Weill Cornell.
7. that the activity comply with Weill Cornell's policy on Faculty Disclosure.
8. that any "Enduring Materials" related to this activity comply with the ACCME's Standards regarding enduring materials, and must be approved by the CME Committee.

9. that, if commercial support is received, the funding company sign Weill Cornell's Letter-of-Agreement (or permission from the CME Office to use the company's Letter of Agreement), and that the activity meet ACCME's Standards for Integrity and Independence of Continuing Medical Education.

As a "partnership", it is recognized and confirmed that both partners of this agreement have veto authority over the educational content of the CME activity. The intent of this document is to articulate the responsibilities Weill Cornell, as the accredited entity by the ACCME, must uphold. These accreditation responsibilities cannot be transferred, delegated or compromised.

Please indicate with your signature, on behalf of your organization, that the above provisions are understood and accepted as the basis of applying for **JOINT PROVIDERSHIP** with Weill Cornell Medical College.

Scott J. Goldsmith, M.D.
Associate Dean for CME

Date

Name

Title

Organization

Date