

## DEFINITIONS AND ADDITIONAL INFORMATION

**Base fee:** The base fee for Southern Alliance for Physician Specialties CME accreditation includes:

- CME planning worksheet review and consultation as needed during activity planning.
- Required documentation templates: financial conflict of interest form/disclosure mechanism, content validity form, commercial support agreement, evaluation, attendance tracking sheet, budget spreadsheet, and others will be supplied by SAPS CME.
- SAPS CME review of materials, announcements, commercial sponsorship contracts for financial conflict of interest, as well as all speaker presentations and handouts
- SAPS CME management of commercial sponsorship funds when required.
- Evaluation development, tabulation and summary report that will satisfy ACCME requirements.
- Website: activity posting with a hyperlink to joint provider website or brochure.

**Industry Commercial Support:** If the activity has any industry support, the base fee will increase 25 percent. This fee helps to offset the cost of managing funds, reviewing contracts, and increased monitoring/communication to ensure that SAPS CME complies with the ACCME Standards for Commercial Support. *SAPS CME must be notified of any industry grants and in-kind support, as well as industry exhibitors. Your CME accreditation may be revoked if SAPS is not notified.*

### Additional Monitoring Fees:

- a) Enduring Materials – SAPS must regularly check all enduring materials for compliance with ACCME policies and standards throughout the life of the activity. This fee includes these periodic checks during a one-year term. If an enduring material will be made available for CME credit beyond one year, an additional \$150 fee will be assessed.
- b) Regularly Scheduled Series (RSS) – SAPS conducts an annual CME compliance review and evaluation of each RSS; this fee covers related expenses.

**Multiple Offerings:** The activity content remains the same but is repeated in more than one location and/or on more than one date. This fee covers the oversight of these additional events.

**Multimedia:** For example, a simultaneous webcast of an in-person course. This fee covers the oversight of these additional events.

### Examples:

*Regularly Scheduled Series (RSS) example of charges: Tumor Board meets bimonthly for one hour of CME credit (two hours per month). An application for the "series" would be considered one activity, (annual gaps and objectives identified and developed). Each year, an evaluation of the series and a new application must be reviewed, and a new fee will be due. The number of attendees or number of credits earned for the year by each attendee is not relevant to the base accreditation fee.*

**Internet Live:** *Online course available at a certain time on a certain date and is only available in real-time, just as if it were a course held in an auditorium. Once the event has taken place, learners may no longer participate in that activity. (Example: live webcast)*

**Internet Enduring:** *An internet enduring activity is available when the participant chooses to complete it. It is "enduring," meaning that there is not just one time on one day to participate in it. Rather, the participant determines when he/she participates. (Examples: online interactive educational module, recorded presentation, podcast)*

**Other Enduring Materials:** *A printed, recorded, or computer-presented CME activity that may be used over time at various locations and which constitutes a planned activity. In an enduring*