

<i>Policy #:</i>	17.0	<i>Origination Date:</i>	2003
<i>Subject:</i>	Joint Providership	<i>Date of Last Revision:</i>	June 2015

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.

Inova CME must maintain a significant involvement, and **FULL** responsibility for each CME activity it approves for CME credit, whether provided jointly or not.

- A commercial interest as defined by the ACCME cannot take the role of a non-accredited provider in a joint provider relationship.
- Joint providership activities must be consistent with Inova CME's mission statement.
- Inova CME must review and approve all materials associated with the activity prior to their release; once these materials have been reviewed and approved no other changes may be made without approval of Inova CME.
- The responsibilities and role of the joint provider will be clearly delineated in a letter of agreement between the joint provider and Inova CME. Inova CME has the right to withdraw from any activity if the joint provider fails to meet its

obligations as described in the letter of agreement or fails to comply with Inova CME policies and procedures.

- The joint provider shall submit a projected budget for each CME activity to Inova CME for review and approval. Inova CME will review the projected budget to ensure that adequate resources have been devoted to the development of an activity consistent with meeting the activity's objectives. Inova has the right to withdraw from an activity if resources are inadequate for the development of a high quality educational product or activity.
- At Inova CME's discretion and with written authorization, the joint provider may solicit funds under the direction of Inova CME but may not make any representations or commitments to commercial supporters as to educational content, choice of speakers, learning objectives, marketing, and/or evaluation
- All potential joint providership relationships will be examined on their individual merits. Inova CME reserves the right to refuse to enter into a joint providership agreement for any reason whatsoever, regardless of that organization's willingness to comply with this policy
- Inova CME holds its jointly provided activities to the same standards as activities it directly sponsors with regard to fulfillment of its CME mission, needs assessment, setting of objectives, use of systematic planning processes, evaluation, documentation, the ACCME Standards for Commercial Support and enduring materials. The Director of CME at Inova, whose decision in any dispute is final, will resolve any confusion regarding Inova's standards.
- The activity and related events must comply with AMA's Guidelines on Gifts to Physicians from Industry and policies of the AMA Council on Ethical and Judicial Affairs 8.061 and 9.011

- Inova CME will charge fees for joint sponsorship. These fees and the terms for its payment will be delineated in the aforementioned letter of agreement between Inova CME and the joint provider.
- Inova CME must be involved before any major planning occurs with the project (i.e., speakers invited, content developed, etc.). If a proposal has already been submitted for funding prior to contacting Inova CME, Inova CME will not certify the project. If changes are made to a proposal (including budget) after Inova CME has given approval, the proposal must be resubmitted to Inova CME for review and approval.
- All joint providers must follow the joint provider checklist. If the joint provider fails to submit the necessary items to Inova CME, credit will not be granted for the event.
- Letters of Agreement for commercial support (LOAs) must be executed by the accredited provider and the commercial supporter. This means that the accredited provider's name and commercial supporter's name must be included in the written agreement as the parties entering into the agreement for commercial support.
- LOAs must include the name of the joint provider or third party that would be receiving and disbursing the funds (when applicable).
- LOAs must be signed by both the accredited provider and the commercial interest providing the commercial support. Third parties and/or joint providers may also sign the written agreement but may not sign it instead of the accredited provider.

- All LOAs must be signed at least **5** business days prior to the activity taking place.
- All future use of this activity (e.g., derivatives such as tapes, publications, computer programs, etc.) may only be distributed with the prior approval and written consent of Inova CME.
- All printed materials for joint providership activities must carry the appropriate accreditation statement. It should read as follows:

“This activity has been planned and implemented in accordance with the Essential Areas and Policies of the Medical Society of Virginia (MSV) through the joint providership of Inova Health System Office of Continuing Medical Education and [name of non-accredited provider]). The Inova Health System Office of Continuing Medical Education is accredited by the Medical Society of Virginia to provide continuing medical education for physicians

*The Inova Office of Continuing Medical Education designates this live activity for a maximum of **[number to be determined by Inova OCME]** AMA PRA Category 1 Credit(s) TM. Physicians should only claim credit commensurate with the extent of their participation in the activity. Physicians may claim up to **[number to be determined by Inova OCME]** credits in Type 1 CME on the Virginia Board of Medicine Continued Competency and Assessment Form required for renewal of an active medical license in Virginia.*

