MICHIGAN STATE UNIVERSITY

Activity Director/Planner/Speaker/Reviewer/Moderator CME Disclosure Form

This form must be completed prior to the planning of the CME activity for any individual (course director, planner, speaker, moderator, or content reviewer) in a position to control the content of the CME activity.

It is a policy of Michigan State University Continuing Medical Education to ensure balance, independence, objectivity and scientific rigor in all our individually sponsored or jointly sponsored educational programs. MSU CME has implemented a mechanism to identify and mitigate all conflicts of interest for all individuals in a position to control the content of an educational activity. This process must be completed prior to the commencement of the activity. Disclosure to learners must also be provided prior to the commencement of the activity. This includes the course director(s), planners, speakers, authors, panel members, moderators, content validation reviewer(s), etc. If an individual refuses to disclose all financial relationships to MSU, they will be disqualified from participating in the CME activity. As the faculty selected to participate in this CME activity, we ask that you review the definitions on the second page of this document and complete the Disclosure and Attestation Form.

Name: ______________________________ Today's Date: ____________________

CME Activity Title: ______________________________ Area of Specialty: ____________________

Role in CME Activity: ☐ Course Director ☐ Planner ☐ Speaker ☐ Content Reviewer
☐ Moderator ☐ Other: ______________________________

Please disclose all the financial relationships that you have had in the past 24 months with ineligible companies. For each financial relationship, enter the name of the ineligible company and the nature of the financial relationship(s). There is no minimum financial threshold; we ask that you disclose all financial relationships, regardless of the amount, with ineligible companies. You should disclose all financial relationships regardless of the potential relevance of each relationship to the education.

☐ NO Relationships with an Ineligible Company to disclose

☐ YES – Please indicate your relationships below and date/sign

Relationship	Type of Financial Relationship	Name of Company
☐ Yes	1. Employment by an ineligible company (This is a non-resolvable conflict of interest)	
☐ Yes	2. Consultant	
☐ Yes	3. Intellectual property rights	
☐ Yes	4. Speakers' Bureau	
☐ Yes	5. Grant/Research Support	
☐ Yes	6. Consulting fees	
☐ Yes	7. Major Stock Shareholder	
☐ Yes	8. Other Financial or Material Support	

I represent that the foregoing information is complete and truthful, and I agree to update this form within 30 days if I acquire any new financial relationships.

Signature of Reporting Individual: ______________________________ Date of Submission: __________

Glossary of Terms

Ineligible Companies (Commercial Interest)
Organizations that are ineligible to be accredited in the ACCME system are those whose primary business is producing, marketing, selling, re-selling, or distributing healthcare products used by or on patients. Examples include:

- Advertising, marketing or communication firms whose clients are ineligible companies
- Bio-medical startups that have begun a governmental regulatory approval process
- Compounding pharmacies that manufacture proprietary compounds
- Device manufacturers or distributors
- Diagnostic labs that sell proprietary products
- Growers, distributors, manufacturers or sellers of medical foods and dietary supplements
- Manufacturers of health-related wearable products
- Pharmaceutical companies or distributors
- Pharmacy benefit managers
- Reagent manufacturers or sellers

Eligible Companies
Organizations that may be accredited in the ACCME system are those whose mission and function are: (1) providing clinical services directly to patients; or (2) the education of healthcare professionals; or (3) serving as fiduciary to patients, the public, or population health; and other organizations that are not otherwise ineligible.

- Ambulatory procedure centers
- Blood banks
- Diagnostic labs that do not sell proprietary products
- Electronic health records companies
- Government or military agencies
- Group medical practices
- Health law firms
- Health profession membership organizations
- Hospitals or healthcare delivery systems
- Infusion centers
- Insurance or managed care companies
- Nursing homes
- Pharmacies that do not manufacture proprietary compounds
- Publishing or education companies
- Rehabilitation centers
- Schools of medicine or health science universities
- Software or game developers

Financial Relationships
Financial relationships are those relationships in which the individual benefits by receiving a salary, royalty, intellectual property rights, consulting fee, honoraria, ownership interest (e.g., stocks, stock options or other ownership interest, excluding diversified mutual funds), or other financial benefits. Financial benefits are usually associated with roles such as employment, management position, independent contractor (including contracted research), consulting, speaking and teaching, membership of advisory committees or review panels, board membership, and other activities from which remuneration is received, or expected.

All Financial Relationships
ACCME focuses on financial relationships with ineligible companies (commercial interests) in the 24-month period preceding the time that the individual is being asked to assume a role controlling content of the CME activity. ACCME has not set a minimal dollar amount for relationships to be significant. Inherent in any amount is the incentive to maintain or increase the value of the relationship. Individuals completing this form are to include ALL financial relationships with ineligible companies for the prior 24-months.

Conflict of Interest
Circumstances create a conflict of interest when an individual has an opportunity to affect CME content about products or services of an ineligible company with which they have a financial relationship.