

CME Administrative Fees Policy

BACKGROUND:

The Accreditation Council for Continuing Medical Education (ACCME®) (www.ACCME.org), over the past few years, has enforced increased regulatory requirements on CME providers for initial accreditation and maintenance of accreditation. These requirements include such things as increased documentation of knowledge gaps, evidence-based programming linked to competencies, documentation of unbiased information free of commercial support, record keeping of speakers and attendees information for a minimum of six years, progress reports, accreditation and reaccreditation fees, among other requirements. The current ACCME accreditation fees include fees for initial accreditation, reaccreditation, an annual accreditation fee, and a progress report fee. These mandates pose an added financial strain on CME providers to hire additional support staff as well as invest in the use of technology to meet the accreditation rules.

Nicklaus Children's Hospital is a CME provider accredited by the ACCME®. Nicklaus Children's Hospital is committed to provide high-quality, innovative, and accredited educational programs that meet the needs of the program planners and attendees as well as licensure and accreditation requirements. This document highlights Nicklaus Children's Hospital's policy in relation to administrative fees for sponsoring CME activities as a CME provider. This will assist program chair in the budgeting process for the planned event.

POLICY:

It is the policy of Nicklaus Children's Hospital to implement the following CME administrative fee schedule based on the schedule below effective the date of approval of this policy.

CME EVENT	Chaired by Nicklaus Medical Staff Member	Chaired by non-Nicklaus Medical Staff Member
Non-Supported recurring Nicklaus Children's Hospital events (RSS) <i>(e.g. Grand Rounds, Tumor Board, Radiology Conference,...etc)</i>	Waived	N/A
Supported Courses (Including courses supported by grants, industry, and/or attendee registration fee)		

<ul style="list-style-type: none"> • Application Fee <i>(Includes reviewing, editing, processing the application)</i> 	\$500	\$1,000
<ul style="list-style-type: none"> • Late fee 	\$100	\$500
<ul style="list-style-type: none"> • Attendee record fee <i>(Includes processing attendee credits, certificate preparation, mailing/emailing certificate, record keeping, ...)</i> 	\$2.50/ attendee	\$5/attendee

NOTE: This policy only addresses administrative fees related to the provision of CME Sponsorship. Other services such as: On-site staffing, registration, marketing, media management, speaker management... are negotiated separately and are beyond the scope of this policy

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