

CME ACTIVITY PLANNING FORM

1. Activity Title:

Date of Request:

Department/Service Requesting:

Program Date:

of CME Hours Requested:

Location:

Type of Activity (Single Course/Regularly Scheduled Series):

2. Describe the professional practice gap and how it was identified (C2). *Gap between current practice or outcomes and desirable or achievable practice or outcomes.*

3. What are the educational needs that underlie the professional practice gaps of the learners (C2)? *Educational needs are defined as a lack of knowledge, competence (new or improved skills or strategies that are intended to be put into practice) or performance (new or improved skills and strategies that are implemented in practice).*

4. What desirable physician attributes (ACGME competencies¹) applies to the professional practice gap (C6)?

5. What are the expected outcomes in the learner's competence, performance, and/or patient outcomes that are relevant to the identified practice gap (C3)? *Only include expected outcome(s) you actually plan to measure.*

6. Please state the objectives for this activity (C3). *These should be stated in terms that will allow planning committee to measure if changes in competence, performance, and/or patient outcomes have occurred.*

By the conclusion of this activity, participants should be able to:

- 1.
- 2.
- 3.

7. How will changes be measured to determine if objectives were met (C11)?

- Post activity survey of intent-to-change strategies (competence)
- Pre and post activity case vignettes (competence)
- Post activity survey of performance (performance)
- Measurement of change in process measures (performance)
- Measurement of change in outcome measures (patient outcomes)
- Other (Describe):

8. Activity Planning Committee

Chair:

Phone:

Email:

Planner:

Phone:

Email:

Additional Members:

9. Activity Presenter(s)/Moderator(s) – List Name and Title

10. Preliminary Program Budget

Meal:
Printing:
Other:
Speaker Expenses*:
 Honorarium:
 Travel:
 Other:

11. Commercial Support

No Yes (complete following)

Company Name:
Contact:
Address:
Phone:
Email:

¹ACGME Competencies:

Patient Care that is compassionate, appropriate, and effective for treating health problems and promoting health;

Medical Knowledge about established and evolving biomedical, clinical, and cognate (eg, epidemio-logical and social-behavioral) sciences and the application of this knowledge to patient care;

Practice-Based Learning and Improvement that involves investigation and evaluation of their own patient care, appraisal, and assimilation of scientific evidence, and improvements in patient care;

Interpersonal and Communication Skills that result in effective information exchange and teaming with patients, their families, and other health professionals;

Professionalism, as manifested through a commitment to carrying out professional responsibilities, adherence to ethical principles, and sensitivity to a diverse patient population;

Systems-Based Practice, as manifested by actions that demonstrate an awareness of and responsiveness to the larger context and system of health care and the ability to effectively call on system resources to provide care that is of optimal value.