Continuing Medical Education
Humboldt-Del Norte Consortium
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APPLICATION FOR CME APPROVAL/PLANNING PROCESS

TITLE:_____

NAME OF FACULTY(S) _____ _____

TITLE OR POSITION _____ _____

ADDRESS _____ _____ _____

PHONE AND FAX NUMBER _____ _____ _____

FED TAX ID # OF SPEAKER
_____

DATE/TIME/LOCATION:_____
SUPPORTING COMPANY: _____
CONTACT NAME_____ **PHONE #**_____
LIVE ACTIVITIES: ☐Course (symposium, conference, grand rounds) ☐RSS ☐Internet Live
ENDURING MATERIALS: ☐Committee Learning ☐Journal Based ☐Performance Improvement
JOINT PROVIDED ACTIVITY: ☐Yes ☐No

PLANNER/PRESENTER/DISCLOSURES: (List all involved in the planning of this activity)

_____ _____ _____
_____ _____ _____
_____ _____ _____

PROFESSIONAL PRACTICE GAP (PPG): Describe at least one PPG for your target audience that is the difference between current practice or outcomes and desirable or achievable practice or outcomes**.** ***List the source(s) that are used to define the gap(s).***

_____
_____
_____

HOW DO WE PLAN TO IMPROVE THE EDUCATION GAP (NEED): Identify one or more educational needs that, if met, may help to close the gap.

1. _____
2. _____
3. _____

TYPE OF EDUCATION GAP (NEED): For each need, determine if it is due to a lack of knowledge, competence and/or performance.

1. _____
2. _____
3. _____

EXPECTED RESULTS: The intended result of this activity is a change in:
☐ Competence (New or improved skills or strategies that are intended to be put into practice)
☐ Performance (New or improved skills and strategies that are implemented in practice)
☐ Patient Outcomes (Analysis of data pre/post activity)

COURSE OBJECTIVES:
By the end of this activity, participants will be able to::
1._____
2._____
3._____
4._____

EDUCATION METHODS:

☐ Didactic Lecture	☐ Panel Discussion	☐ Round Table Discussion
☐ Q & A Session	☐Case Presentation	☐Simulation/Skills Lab

WHAT IS THE PHYSICIAN TARGET AUDIENCE:

_____

WHAT IS THE DESIRABLE PHYSICIAN ATTRIBUTE: Check one or more attributes/core competency relevant to the target audience for this activity.

☐ Patient care or patient-centered care	☐ Professionalism/Ethics	☐ Quality Improvement
☐ Medical knowledge	☐ Utilization of informatics	☐ System-based
☐ Practice-based learning and improvement	☐ Interdisciplinary teams	
☐ Employment of evidence-based practice	☐ Interpersonal and communication skills	

CULTURAL & LINGUISTIC COMPETENCY (CLC): If an activity has a clinical care component, the planners (not faculty or authors) must identify as part of their planning process at least one cultural or linguistic health disparity that is relevant to the targeted physician learners or their patient community. The provider should document when no CLC issues was identified. For each relevant disparity, indicate how it will be addressed in the activity (e.g., presentation slides, handout material, etc.)

_____
_____
_____

METHODS TO MEASURE CHANGES IN LEARNERS' COMPETENCE OR PERFORMANCE, OR IN PATIENT OUTCOMES:

Competence:

☐ Leaner Evaluation Form	☐ Case-based Studies (where learner must make decisions
☐ Customized pre and post test	

Performance:

☐ Customize follow-up surveys	☐ Measure adherence to best practices/guidelines

Patient Outcomes:

☐ Observation	☐ Patient feedback and surveys
☐ Data	☐ Other, specify_____

APPLICATION SUBMITTED BY:
NAME_____DATE_____
TITLE_____ PHONE_____

_ _

FOR OFFICE USE ONLY

APPLICATION FEE: _____$500.00 GRAND ROUND/NON-GRAND ROUND
_____$500.00 APPLICATION FEE & $250.00 A/V RENTAL
_____$500.00 ANNUAL APPLICATION FEE
_____FEE WAIVED

CONSORTIUM COMMITTEE MEMBER: (Print)_____

CONSORTIUM COMMITTEE MEMBER: (Signature)_____

DATE OF APPROVAL_____

APPROVED FOR_____HOURS AMA PRA CAT 1 CME CREDITS™

Analysis of Activity (Data from Evaluation Forms):

_____
_____
_____
_____
_____