



**ACGME/ABMS**

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Patient Care and Procedural Skills  
Medical Knowledge  
Practice-based learning and Improvement  
Interpersonal and Communication Skills  
Professionalism  
Systems-based Practice

**Institute of Medicine**

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Provide patient-centered care  
Work in interdisciplinary teams  
Employ evidence-based practice  
Apply quality improvement  
Utilize informatics

**Inter-professional Education Collaborative**

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Values/Ethics for Inter-professional Practice  
Roles/Responsibilities  
Inter-professional Communication  
Teams and Teamwork

**AMA PRA SKILLS and Procedures (please make sure you have the documentation to back up your responses.)**

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Verification of Attendance  
Verification of Satisfactory Completion of Course Objectives  
Verification of Proctor Readiness  
Verification of Physician Competence to Perform the Procedure

**Other Competencies/No Competencies**

Changes in Patient Outcomes evaluated?	<input type="checkbox"/> YES <input type="checkbox"/> NO	
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**Barriers (choose none or all that apply)**

**None**

**Provider**

- Clinical Knowledge/Skills/Expertise
- Recall/Confidence/Clinical Inertia
- Peer Influence
- Motivation
- Cultural Competence
- Fear/Legal Concerns

**Team**

- Roles and Responsibilities
- Shared Values and Trust
- Communication
- Team Structure
- Competence
- Consensus

**Patient**

- Patient Characteristics
- Patient Adherence

**System/Organization**

- Work Overload
- Practice Process
- Referral Process
- Cost/Funding
- Insurance Reimbursement
- Culture of Safety

**Other**

- Lack of Opportunity
- Not Enough Time

Comment \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ACCME Commendation Criteria. Select all that apply to the activity you are planning.

**Promotes Team-based Education:**

- C23 Members of interprofessional teams are engaged in the planning and delivery of Interprofessional continuing education (ICEP)
- C24 Patient/public representatives are engaged in the planning and delivery of CME

C25 Students of the health professions are engaged in the planning and delivery of CME

**Addresses Public Health Priorities:**

C26 The provider advances the use of health and practice data for healthcare improvement

C27 The provider addresses factors beyond clinical care that affect the health populations

C28 The provider collaborates with other organizations to more effectively address population health issues

**Enhances Skills:**

C29 The provider designs CME to optimize communication skills of learners

C30 The provider designs CME to optimize technical and procedure skills of learners

C31 The provider creates individualized learning plans for learners

C32 The provider utilizes support strategies to enhance change as an adjunct to its CME

**Demonstrates Educational Leadership:**

\_\_\_\_\_ Application signed and dated by course director (next page)

Required attachments

\_\_\_\_\_ proof of needs assessment, attached (surveys, articles, evaluations, expert opinion, etc..)

\_\_\_\_\_ budget estimates for expenses and income

\_\_\_\_\_ schedule/outline with time frames including welcome remarks, breaks, lunch, breakout sessions

\_\_\_\_\_ attach completed required forms for course director and planning committee

Disclosure form  
content validation form  
current CV

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