Application Guidelines

Accompanying this application is a memorandum that describes the obligation of the Medical School to be responsive to the Essentials of the Accreditation Council for Continuing Medical Education in developing CME courses. Please read these documents.

When you complete the application form, please bear in mind the following additional information:

**Question 8:** An appreciation of need for a given course can be derived from specific survey, from regional or professional acquaintance, or from an awareness of advances in a particular field of medicine and emerging trends in that field. An awareness of quantitative need may result from audits, assessments, risk management studies or biostatistical guides.

**Question 9:** In answering this question, please consider the learning objectives of the course as you would choose to publish them in a brochure advertising the program. What might a person taking the course expect to gain from it? Are the objectives linked to the need?

Examples of **learning objectives** include, i.e.:

Participants who attend will be able to:

1. analyze latest clinical and molecular advances in stem cell and somatic cell transplantation;
2. evaluate chest pain and diagnose myocardial infarction in women;
3. assess the airway, RSI, intubation verification history and application of the laryngeal mask airway.

ACCME advises that in describing learning objectives, do not use verbs such as "understand" or "increase awareness" because those verbs are not measurable. Instead, verbs such as "analyze, classify, distinguish, describe, catalog, recognize, diagnose, or explore" are to be used to describe learning objectives.

**Question 10:** This question focuses on a record of conference planning, e.g., minutes of any meetings including who attended and what decisions were made. If minutes are not available, a succinct summary of planning methodology will suffice.

**Question 11:** How did you design your CME activity to ensure that you will have the correct audience, e.g., did you focus on professionals who treat patients who have the medical issues that are the subject of this conference? Is the information evidence-based?

**Question 12:** Self-explanatory.

**Question 13:** This is not a question but rather a description of documents required for compliance
Application Form Login Page

Please enter your email address below. You can then save the information entered in the application form and come back at a later time to complete and review the form before submitting to the CME office. Once the application form is submitted, it will not be available for viewing. You can print the application form after submitting. We will notify you via email regarding the status of the application form in the future.

<table>
<thead>
<tr>
<th>First Name</th>
<th>Linda</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last Name</td>
<td>Thompson</td>
</tr>
<tr>
<td>Email Address</td>
<td><a href="mailto:linda.thompson@yale.edu">linda.thompson@yale.edu</a></td>
</tr>
<tr>
<td>Application Type</td>
<td>RSS: Grand Rounds, Case Conferences etc (weekly scheduled meetings)</td>
</tr>
</tbody>
</table>

Go To Application Form