



**SOM OP: 60.09 Enduring Materials**

**PURPOSE:** The purpose of this policy is to define enduring materials and provide guidance on the planning and production to course directors, planning committee members, and presenters.

**REVIEW:** This policy will be reviewed on September 1<sup>st</sup> of each odd-numbered year by the Managing Director for Continuing Medical Education. If a revision to the policy is recommended, the CME Committee will review and approve changes.

**POLICY/PROCEDURE:**

**Policy**

It is the policy of the TTUHSC Office of CME to plan and produce enduring materials using the ACCME and AMA definition of enduring materials. Enduring materials must comply with all ACCME Criteria and Policies as well as Standards for Integrity and Independence in Accredited Continuing Education.

**Definition of Term**

The ACCME and the AMA define enduring materials as CME activities that are printed, recorded, or accessible online and do not have a specific time or location designated for participation. Rather, the participant determines where and when to complete the activity. Examples: online interactive educational modules, recorded presentations, podcasts.

**Procedures**

1. Because there is no direct interaction between the provider and the learner, the following information must be communicated to the learner prior to entering into the education activity. Usually this is accomplished on the landing page seen prior to entering the education.
  - a. Presenters and their credentials
  - b. Disclosure of any relevant financial relationships by anyone who controlled the content
  - c. Dates of original release and most recent review or update
  - d. Termination/expiration date (date after which enduring material is no longer certified for credit)
  - e. The correct accreditation/credit designation statement
2. The ACCME Content Validity of Enduring Materials Policy states that enduring materials must be reviewed at least once every three years or more frequently if indicated by new scientific developments or dictated by the Office of CME. While providers can review and re-release an enduring material every three years (or more frequently), the enduring material cannot be offered as an accredited activity for more than three years without some review on the part of the provider to ensure that the content is still up-to-date and accurate. That review date must be included on the enduring material, along with the original release date and a termination date.
3. When an enduring material is created from a live CME activity, the presentations are considered two separate activities - one live activity and one enduring material activity. Both activities must comply with all ACCME Criteria, Policies and Standards