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**LETTER OF AGREEMENT FOR COMMERCIAL SUPPORT**

 **The University at Buffalo Jacobs School of Medicine and Biomedical Sciences** (the **“Accredited Provider”**) is committed to presenting continuing medical education (**“CME”**) activities that promote improvements or quality in healthcare and are independent of the control of Ineligible Companies¹. As part of this commitment, the Accredited Provider has outlined in this written Letter of Agreement the terms, conditions, and purposes of commercial support**²** for the CME activity delineated below.

**Statement of Compliance:** The Ineligible Company and the Accredited Provider agree to abide by all requirements of the [Accreditation Council for Continuing Medical Education (ACCME) Standards for Integrity and Independence Accredited Continuing Education.](https://www.accme.org/accreditation-rules/standards-for-integrity-independence-accredited-ce)

**TERMS, CONDITIONS & PURPOSES**

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| **CME Activity Information** |
| Title: |
| Date: |
| Location: |
| UB Dept. or Division or Joint Provider Organization: |
| Physician Activity Director: |

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| **Commercial Support Information**  |
| **Name of Ineligible Company providing support for this activity:** |
| The above named company is providing educational support in the form of an **Unrestricted educational grant in the amount of $** \_\_\_\_\_\_\_\_\_\_\_ . |
| **In-kind Support (describe):**  |
| **Into which organizational account will funds be deposited?** |
| **ACCME DEFINITIONS** ¹The ACCME defines **“Ineligible Companies**” as those whose primary business is producing, marketing, selling, re-selling, or distributing healthcare products used by or on patients. Examples of such organizations include: Pharmaceutical companies and distributers, and device manufacturers and or distributers. For additional information, please visit https://www.accme.org/ **²**The ACCME defines “**Commercial Support**” as financial or in-kind support from ineligible companies. Requirements for receiving and managing commercial support are explained in the ACCME Standards for Integrity and Independence. Marketing and exhibit income are not considered commercial support. For additional information, please visit https://www.accme.org/ |

## Standard 1: Ensure Content is Valid

The Accredited Provider ensures that this accredited continuing education is fair and balanced and that any clinical content presented supports safe, effective patient care. All recommendations for patient care are based on current science, evidence, and clinical reasoning, while giving a fair and balanced view of diagnostic and therapeutic options. All scientific research referred to, reported, or used in support or justification of a patient care recommendation conforms to the generally accepted standards of experimental design, data collection, analysis, and interpretation.

## Standard 2: Prevent Commercial Bias and Marketing in Accredited Continuing Education

The Accredited Provider ensures that all decisions related to the planning, faculty selection, delivery, and evaluation of accredited education are made without any influence or involvement from the owners and employees of an ineligible company. The accredited education is free of marketing or sales of products or services. Faculty will not actively promote or sell products or services that serve their professional or financial interests during accredited education.

The Accredited Provider will not share the names or contact information of learners with any ineligible company or its agents without the explicit consent of the individual learner.

## Standard 3: Identify, Mitigate, and Disclose Relevant Financial Relationship

The Accredited Provider is responsible for identifying relevant financial relationships between individuals in control of educational content and ineligible companies and managing these to ensure they do not introduce commercial bias into the education. Financial relationships of any dollar amount are defined as relevant if the educational content is related to the business lines or products of the ineligible company.

*The Accredited Provider will take the following steps when developing accredited continuing education:*

(1) Collect information from all planners, faculty, and others in control of educational content about all their financial relationships with ineligible companies within prior 24 months; (2) Exclude owners or employees of ineligible companies; (3) Identify relevant financial relationships; and (4) Mitigate relevant financial relationships; and (5) Disclose all relevant financial relationships to learners prior to the start of the accredited education.

## Standard 4: Manage Commercial Support Appropriately

The Accredited Provider ensures that the education remains independent of the ineligible company and that the support does not result in commercial bias or commercial influence in the education. The Accredited Provider will make all decisions regarding the receipt and disbursement of the commercial support. The Accredited Provider will, upon request, furnish the Ineligible Company with documentation detailing the receipt and expenditure of the commercial support.

The Accredited Provider will disclose to the learners the name(s) of the ineligible company(ies) that gave the commercial support, and the nature of the support if it was in-kind, prior to the learners engaging in the education. Disclosure will not include the ineligible companies’ corporate or product logos, trade names, or product group messages.

## Standard 5: Manage Ancillary Activities Offered in Conjunction with Accredited Continuing Education

The Accredited Providers ensures that education is separate from marketing by ineligible companies—including advertising, sales, exhibits, and promotion. Arrangements to allow ineligible companies to market or exhibit in association with accredited education will not influence any decisions related to the planning, delivery, and evaluation of the education or interfere with the presentation of the education. These arrangements cannot be a condition of the provision of financial or in-kind support from ineligible companies for the education.

The Accredited Provider will ensure that learners can easily distinguish between accredited education and other activities. Marketing, exhibits, and nonaccredited education will not occur in the educational space within 30 minutes before or after an accredited education activity. Activities that are part of the event but are not accredited for continuing education will be clearly labeled and communicated as such.

Educational materials that are part of accredited education (such as slides, abstracts, handouts, evaluation mechanisms, or disclosure information) will not contain any marketing produced by or for an ineligible company, including corporate or product logos, trade names, or product group messages.

**For full details please visit:** [Accreditation Council for Continuing Medical Education (ACCME) Standards for](https://accme.org/accreditation-rules/standards-for-integrity-independence-accredited-ce) [Integrity and Independence Accredited Continuing Education.](https://accme.org/accreditation-rules/standards-for-integrity-independence-accredited-ce)

**CONTACT INFORMATION**

**Accredited Provider**

The University at Buffalo Jacobs School of Medicine and Biomedical Sciences

Alicia Blodgett, Director of Continuing Medical Education**,** **amblodge@buffalo.edu**

**Ineligible Company:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Contact Person & Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**The Commercial Interest and the Accredited Provider agree to abide by all requirements of the Accreditation Council for Continuing Medical Education (ACCME) Standards for Integrity and Independence of Accredited Education.**

**AGREED BY AUTHORIZED REPRESENTATIVES**

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| **UNIVERSITY AT BUFFALO** |  | **INELIGIBLE COMPANY** |
| Signature/Date |  | Signature/Date |
| Print Name |  | Print Name |

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| **ACTIVITY DIRECTOR** |
| Signature/Date |
| Print Name |