

CPD/CME

CONNECTIONS

A quarterly newsletter brought to you by the Office for Continuous Professional Development



OCPD SUMMER GREETINGS

by Lori Deitte, MD, & Monique Drago, MA, EdD

June is the month with one of the highest numbers of awareness celebrations in the U.S., with the most well-known of those being Pride, Alzheimer's and Brain Health Awareness, National PTSD Awareness Month, ALS Month, National Aphasia Awareness Month, and CPR and AED Awareness.

As you look at the list, there is not one that does not connect to what we do at VUMC. The impetus of the "awareness" campaign is to educate, support, fundraise, and legislate -- ultimately leading to better outcomes for our communities.

As we close out another fiscal year and begin to reflect on our performance and accomplishments, be proud of the fact that what you do matters and has an impact in our community and beyond.

The CME, AEE, EDP, and CAMHL offices are grateful to be able to support VUMC faculty and staff by offering accreditation and professional development education. We look forward to continuing our support and collaboration into the future.

Enjoy your summer!

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COMMERCIAL SUPPORT PROCESS



The VUMC OCPD Commercial Support process was recently updated. Commercial Support is defined as financial or in-kind support from ineligible companies (those whose primary business is producing, marketing, selling, re-selling, or distributing healthcare products used by or on patients).

The VUMC Office for Continuous Professional Development (OCPD)/CME oversees the management of all new commercial support requests. The Activity Planners and CME Associates are continuing to perform their current procedures on the timeline that aligns with their CME activity, but the process from beginning to end is now tracked and overseen by OCPD. If you are planning on requesting commercial support for a CME activity, please contact us as soon as possible at commsupp@vumc.org. Our office will provide a funding request letter template and a template Letter of Agreement (LOA). Utilizing these documents, the Activity Planner and/or CME Associate will then send the initial emails to the companies to request commercial support, copying our office at commsupp@vumc.org on these requests. The Activity Planner and/or CME Associate will then continue their correspondence with the companies and submit the grant applications.

The LOA must be signed by both the company and OCPD. These steps must all be completed and in place *no less than 5 business days* prior to the start of the accredited education event. *No funds can be received without a fully executed LOA.*

Once the funds are disbursed to OCPD, we will have the funds transferred to the CME Associate/department.

If you are planning to request commercial support for a CME activity, please contact us as soon as possible at commsupp@vumc.org so that we may begin overseeing the management of this process with you.

For the full policy and procedures, including restrictions on use of funds, please view the [VUMC OCPD Standard Operating Procedures on Commercial Support](#) document on our Resources page.

Please note: Our Commercial Support policy only includes our OCPD office overseeing the management of financial support through education grants and in-kind support. This policy does not include exhibits/vendors, which need a signed agreement managed by the CME Associate and submitted to OCPD prior to the accredited activity/course.



SPOTLIGHT ON: AIDAN HOYAL, MSIS, MA

Aidan Hoyal, MSIS, MA, recently joined the OCPD team as a Program Manager. Welcome, Aidan! Aidan primarily supports the Academy for Excellence in Education (AEE) and the Educator Development Program (EDP). She also supports our CME and OHSE Admin teams as needed. Aidan has previously worked for Vanderbilt's School of Medicine, the Vanderbilt Institute for Digital learning, HCA Learning Solutions, and VUMC's Department of Biomedical Informatics in roles supporting the development of innovative learning experiences. She has a background in language teaching (Spanish) and librarianship, and her area of expertise focuses on educational technologies and instructional design.

Aidan, how do you manage all that you do? "Right now, a big part of what I'm doing is meeting my new colleagues, learning the ins and outs of the programs I support, and getting familiar with the tools available to me. I am so grateful to my OHSE and OCPD colleagues, and the AEE and EDP leadership for their help with my onboarding and for their patience. I'm a pretty detail-oriented person and I love using technology to make tasks faster and easier, so I take advantage of the tools available to us including email inboxes, calendars, and task lists, as well as organizing resources on program-specific SharePoint sites. I also appreciate having access to brand and design standards and templates, and whenever possible creating a template once to use moving forward."

What are five interesting facts about you? "I'm a Nashville native going back several generations -- a rarity these days! My husband and I met here in Nashville at Hillsboro High School. Our son just graduated from high school and will be attending college in Chicago this fall. My favorite quote is one I discovered as an undergraduate at UT Knoxville. It resonates just as strongly with me today, and I recently shared it with my son as he prepares to embark on his own college journey":

"The only person you are destined to become is the person you decide to be."
— Ralph Waldo Emerson

"My husband and I are both creatives and always have at least one 'home improvement' project underway. We spend a lot of time working in our garden, which we were recently honored to have featured on our neighborhood garden tour. I love travel, nature, art, and music. I'm a photographer and am currently working on building my home studio. I love photographing people, pet portraits, local events, and documenting travels.

I appreciate the flexibility that working a semi-hybrid schedule affords because it allows me to spend time with my other esteemed colleague, Bob the cat, pictured here hard at work in his cubicle.

I look forward to diving deeper into learning about the valuable programs I support and contributing to the many types of activities offered by OCPD, AEE, and EDP through the year-round programming for faculty, staff, and students. I'm grateful to be back at VUMC."



CME THAT COUNTS FOR MOC

We encourage all VUMC faculty to check your [CloudCME profile](#) to ensure your profile is set up to record MOC II credit for qualifying events you attend at VUMC. Setting up your account for MOC II credit is fast and easy. Most of all, it is convenient - we report the MOC II credits to your Board, on your behalf, once a quarter.

For MOC eligible activities a diplomate attends, our office will report MOC to the following Boards:

- American Board of Anesthesiology: ABA MOCA Part II & ABA MOCA Patient Safety
- American Board of Internal Medicine
- American Board of Otolaryngology – Head & Neck Surgery
- American Board of Pathology
- American Board of Pediatrics
- American Board of Surgery: Accredited CME
- American Board of Thoracic Surgery - Coming Soon in 2024
- American Board of Orthopaedic Surgery - Coming Soon in 2024



MOC II cannot be awarded retroactively and can only be reported in the year in which the credit was earned. The earlier your account is set up the more MOC II credits you can earn toward your Board's Maintenance of Certification or Continuing Certification program.

If you are already earning MOC II credit, you are all set and there is nothing more for you to do. If you are not currently Boarded, please do not set up your account until you are fully Boarded with your participating Board – the credits will not transfer over and will need to be removed from your account.

You can read more about our MOC II program, including participating Boards, through [this link](#). You can find instructions for setting up your account for MOC II credit by accessing [this link](#). You can access our CloudCME website and your profile [here](#).



For any questions regarding the MOC program, please email mocportfolio@vumc.org.



ADMINISTRATIVE FEE UPDATE



We recently sent out a communication regarding an **updated administrative fee schedule** that will be implemented effective **January 1, 2025**. If you submit an application for an external activity with a start date in 2025, the **new fee schedule** will apply.



AEE “ACADEMY AWARDS”

Academy for Excellence in Education (AEE)

Member Highlights, Interviews, and Tips



Marie Martin, PhD, MEd

Dr. Martin currently serves as the Associate Director for Education and Training at the Vanderbilt Institute for Global Health (VIGH) and is an Associate Professor in the Department of Health Policy. At VIGH, she is responsible for curricular and academic program development in global health at Vanderbilt and abroad. Dr. Martin’s grant-funded work in Zambia, Liberia, and Vietnam is focused on faculty development, research capacity building, building a culture of mentorship, and health science education strengthening. At Vanderbilt, she co-directs the Global Health track of the Vanderbilt MPH Program, oversees the Graduate Certificate in Global Health, and teaches multiple courses in global health across the university.

What brings you joy as an educator?

“The most fulfilling part of my role as an educator is strengthening capacity for future practitioners, researchers, and leaders to improve the health and well-being of populations locally and globally. Much of my global work is in resource limited settings and I love the opportunity to work with incredible partners to impact change in their communities. It’s such a privilege to be able to co-build robust training and educational programs abroad in places like Liberia, Zambia, Nigeria, Kenya, Guatemala, and Vietnam. Few things give me more joy than witnessing my mentees, students, and colleagues excel!”

What has been the best part of being in the AEE?

“The best part of AEE has been building networks, collaborations, and friendships with peers who are deeply committed to educational excellence. I’ve learned so much from my colleagues in terms of teaching and learning -- and I’m such a stronger educator as a result. From participating in the inaugural Fleming Mentorship Program to serving on the AEE Board and Admissions Committee, my time at Vanderbilt has been enriched because of my time in the AEE.”

An educational tip from Dr. Martin:

“While we all strive to teach important knowledge and skills in our discipline, it’s equally important to teach our students to be advocates -- for themselves, their peers, their patients, and their communities. Change is only possible when each of us are empowered to speak up and act. And taking a workshop or class on effective data visualization can be incredibly beneficial for advocacy efforts (and life!)”

AEE & EDP WORKSHOPS



Academy for Excellence in Education (AEE)

AEE Health Sciences Education Grand Rounds: Mon, Sept 9, 2024, 12-1pm. [Register](#)

Educator Development Program (EDP)

Small Group Teaching Part 1: Workshop Development: Fri, Aug 16, 2024, 2-4pm. [Register](#)

Small Group Teaching Part 2: Facilitator Development: Fri, Jan 31, 2025, 2-4pm. [Register](#)



CPD QUICK BYTES

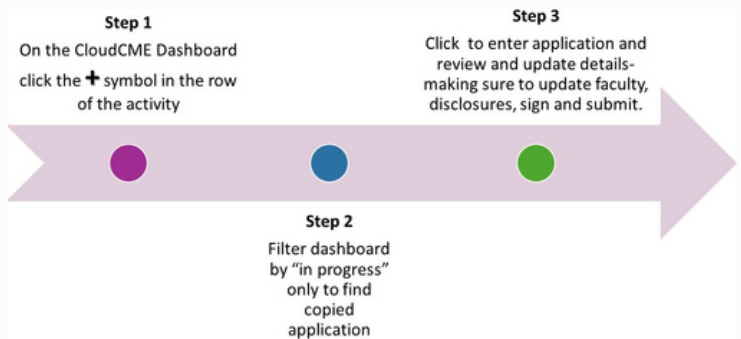


What is a Practice Gap?

A practice gap is the difference between what is happening in practice and what *should* be happening. It can refer to a problem or an opportunity for improvement in knowledge, competence, and/or skills. Current state is what learners know and do and Ideal state is what learners *should* know and do. [Video Addressing Practice Gaps](#) (2.48).

Did you know you can copy a previous activity in CloudCME?

You sure can! And it will save you time because 85% of the previous course information will copy over. You can just review and make any necessary changes. Don't forget to update those disclosures, sign and submit!



Step 1 Copy Previously Approved Application

You will need the email addresses of any planners/faculty you identify in the application. After completing each section, scroll to the bottom of the form and click Save. The forms can be edited as needed until all required information has been entered. When finished, click the Submit For Review button to begin the review process. Review times vary and you will be contacted via email regarding the status of your application.

CME required application lead times:
All activity applications for CME and APA must be submitted at least 90 days for RSS activities and 120 days for courses prior to the intended start date of the activity.

Beginning January 2024, VUMC is no longer able to offer activities with both CME and CNE credits. You will need to choose which credit type best aligns with your target audience.

- If you wish to apply for CME, please click complete a full application here by either copying an older application or by clicking >Create New Application.
- If you wish to apply for CNE, you will need to submit a [request form](#) that will take less than five minutes to complete. All CNE requests need to be submitted via this link 45 days prior to the proposed event date or at the start of the planning process, whichever is earlier.

[Create New Application](#) [Export XLS](#) [Reset Filters](#) [Find Disclosures](#) Admin User Lookup

Filter By Application Status: Approved Only Filter By Accreditation: -- Select -- Filter By Activity Type: -- Select -- Filter By Date Range: 1/1/2024 - 5/4/2024 Filter By Event Name: Search

ActivityID	Activity Details	Author	Planners	Approver	Disclosure Status	Copy	Delete
94370	AD05.2 Advanced Clinical Research Reliability Activity Type: Directly Provided - Courses Activity Date: 12/4/2024 8:00:00 AM Last Revised: 2/26/2024 4:57:44 PM	Amy Swanson, MA	Rachel J Hundley, PhD (Activity Director), Zachary E Warren, PhD (Planning Committee)	Mary Wood, PhD Edit Approval	All necessary disclosures on file. This application is approved		

Step 2-Filter

Filter By Application Status: In Progress Only Filter By Accreditation: -- Select -- Filter By Activity Type: -- Select -- Filter By Date Range: 1/1/2024 - 6/6/2024 Filter By Event Name: Search

ActivityID	Activity Details	Author	Planners	Approver	Disclosure Status	Copy	Delete
94541	Copy of AD05.2 Advanced Clinical Research Reliability Activity Type: Directly Provided - Courses Activity Date: 12/4/2024 8:00:00 AM Last Revised: 6/6/2024 8:57:23 AM	Monique Drago, MA		No Approver Assigned Assign Approver	No faculty or planners have been specified for this application that require a disclosure.	Submit For Review	

Step 3 Enter Application



CPD RESOURCES

Visit our [OCPD Resources](#) page to view training, policy, and other CPD/CME resources to assist you and your learners. This page also includes [our new admin fee update](#).

CME REMINDERS

DON'T FORGET!

- If your series is no longer active, or if your course is cancelled or rescheduled, please let us know right away so that we may update our accreditation data.
- Activity applications are due *120 days in advance* of the activity start date for Courses and *90 days in advance* of the activity start date for RSS applications.
- Please ensure that all faculty and planners are included on activity applications and that they have completed a recent disclosure in CloudCME.
- Disclosures must be submitted no later than 10 business days prior to the activity/session start date in order to avoid interruption of activity accreditation.
- Presentations do not need to be submitted unless they are requested by a CME team member for review.
- OCPD must review and approve all promotional materials that mention CME credit. This review can only take place after the activity application is approved.
- The OCPD Office oversees the management of all commercial support requests, and all funds disbursed are routed through the OCPD Office.
- All participants should text in the code for every activity they attend, even if they are not eligible to earn CME credit. The code is also used to record attendance and is required by our accrediting body, the ACCME.
- CME Associates are responsible for all admin for an activity, which includes submitting the final budget by the due date and making certain that the invoice (if applicable) is paid by the due date.

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We are accredited by the Accreditation Council for Continuing Medical Education.