

Letter of Agreement (LOA) for Commercial Support

Commercial Support is defined as financial, or in-kind, contributions given by an ineligible company, which is used to pay all or part of the costs of a CME activity. An ineligible company is defined as any proprietary entity that produces, markets, sells, re-sells, or distributes health care goods or services consumed by or used on patients, with the exemption of non-profit or government organizations and non-health care related companies. Providers of clinical service directly to patients are not considered to be ineligible companies.

Title of CME Activity:			
Name of Educational Partner:			
Activity Location:		Activity Date:	
Name of ineligible company:			
<input type="checkbox"/> Educational Grant; indicate amount			
<input type="checkbox"/> In-kind Support; <i>(indicate the nature)</i> (check appropriate boxes/specify "other")	<input type="checkbox"/> Durable Equipment <input type="checkbox"/> Disposable Supplies	<input type="checkbox"/> Human Parts or Tissue <input type="checkbox"/> Animal Parts or Tissue	<input type="checkbox"/> Facilities/Space <input type="checkbox"/> Other: _____ <input type="checkbox"/> None-financial support only

Terms, Conditions, and Purposes

Independence

1. This activity is for scientific and educational purposes only and will not promote any specific proprietary business interest of the ineligible company.
2. The accredited provider is responsible for all decisions regarding the identification of educational needs, determination of educational objectives, selection and presentation of content, selection of all persons and organizations that will be in a position to control the content of the CME, selection of education methods, and the evaluation of the activity.

Appropriate Use of Commercial Support

3. The accredited provider will make all decisions regarding the disposition and disbursement of the funds from the ineligible company.
4. The ineligible company will not require the accredited provider to accept advice or services concerning teachers, authors, or participants or other education matters, including content, as conditions of receiving this grant.
5. All commercial support associated with this activity will be given with the full knowledge and approval of the accredited provider. No other payments shall be given to the director of the activity, planning committee members, teachers or authors, joint sponsor, or any others involved with the supported activity.
6. The accredited provider will upon request, furnish the ineligible company documentation detailing the receipt and expenditure of the commercial support.

Commercial Promotion

7. Product-promotion material or product-specific advertisement of any type is prohibited in or during the CME activity. The juxtaposition of editorial and advertising material on the same products or subjects is not allowed. Live or enduring promotional activities must be kept separate from the CME activity. Promotional materials cannot be displayed or distributed in the education space immediately before, during or after a CME activity. Ineligible companies may not engage in sales or promotional activities while in the space or place of the CME activity.
8. The ineligible company may not be the agent providing the CME activity to the learners.

Disclosure

9. The accredited provider will ensure that the source of support from the ineligible company, either direct or "in-kind," is disclosed to the participants, in program brochures, syllabi, and other program materials, and at the time of the activity. This disclosure will not include the use of a trade name or a product-group message. The acknowledgment of commercial support may state the name, mission, and clinical involvement of the company or institution and may include corporate logos and slogans, if they are not product promotional in nature.

The ineligible company and Florida Medical Association agree to abide by all requirements of the Accreditation Council for Continuing Medical Education (ACCME) and Florida Medical Association (FMA) Standards for Commercial Support of Continuing Medical Education (appended).

Name of accredited provider:	Florida Medical Association
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Tax ID Number:	59-0559672
Contact Person: Melissa Carter	Email Address mcarter@flmedical.org
Phone Number: 800.762.0233	Fax Number 850.224.6627

Educational Partner (if applicable):

Contact Person:	
Phone Number:	Email Address:
Tax ID Number:	Fax Number:

Name of ineligible company:

Address:	
City, State, Zip:	
Contact Person:	Email Address:
Phone Number:	Fax Number:

Agreed by Authorized Representatives

Ineligible Company

Signature and Date _____

Print Name

Title

Accredited Provider

Signature and Date _____

Print Name

Title

Educational Partner (If applicable)

Signature and Date _____

Print Name

Title