**GLOSSARY**

**Accreditation** A process of validation completed by the accrediting body (ACCME) that ensures the CME Provider has met, and will continue to meet, pre-established quality and educational criteria, and has therefore approved to grant AMA credit for applicable activities.

**Accreditation Council for Continuing Medical Education (ACCME)** The accrediting body with the authority and capacity to establish rules and regulations for accreditation and practice of medicine and medical specialties, and which accredits various organization and institutions with the ability to grant AMA credit.

**AMA Credit (AMA PRA Category 1 Credit™)** The most commonly accepted form of CME credit for physicians. It is regulated by the AMA.

**American Medical Association (AMA)** The largest association of physicians in the United States created to promote medicine and the betterment of public health.

**Activity Type** Defines what type of learning the CPD/CME activity is, and under what category it falls such as a live course, RSS, enduring, etc.

**Attestation** Wherein physicians and other learners claim or verify the time they spent in a learning activity, in order to receive the appropriate amount of corresponding credits.

**CPD/CME Activity** An educational event or other learning experience for doctors that is based upon identified learning needs, has specific learning objectives and final evaluation, and demonstrates that the learning needs have been met with the ultimate impact in the provision of quality health care.

**CME Provider** Any organization or person providing and managing a CPD/CME activity. This may include government agencies, educational institutions, and hospital-based groups.

**Commercial Bias** A preference or an inclination towards commercial interest that prevents objectivity or neutrality.

**Commercial Interest** Any entity producing, marketing, re-selling, or distributing health care goods or services consumed by, or used on, patients.

**Commercial Support** A financial, or in-kind, contribution given by a commercial interest, which is used to pay all or part of the costs of a CPD/CME activity.

**Conflict of Interest** When an individual’s interests are aligned with those of a commercial organization, the interests of the individual are “in conflict with” / “compete with” the interests of patients and the public and with the individual’s duty to act independently in the interests of patients and the public.

**Continuing Medical Education (CME)** A predetermined program through which health care professionals maintain, develop, and increase their medical knowledge and skills in order to provide high quality services for patients.
Continuing Professional Development (CPD) A concept that encompasses all formal and informal activities that promote physicians developing, updating, and enhancing not only knowledge and skills in medicine, but also behavioral and ethical attitudes, leading to the provision of high quality services for patients.

Disclosure Form (Financial Disclosure) A form required from all persons in control of the content of a CPD/CME activity, through which they disclose any and all financial information that may be relevant to the content of the activity.

Educational Format (Learning Method) The format(s) through which the learning of the activity will occur, and are chosen based on the learning objectives and outcomes. Activities may have more than one type of format and can include and of the hundreds of adult learning methods and techniques (e.g. didactic lecture, case study, flipped classroom).

Evaluation The means by which the effectiveness of a CPD/CME activity is measured.

Evidence Data Accurate, reliable and scientific based-evidence or data that is able to support and verify the existence of the professional practice gap.

Educational Need The need(s) required by the learner that must be met in order to close the professional practice gap. These needs may knowledge (know how), competence ( ), or performance ( ), based.

Learning Objective An intended outcome for an educational activity based on the educational need(s) that clearly describe what the participant should have learned and is able to demonstrate after participating in a CPD/CME activity.

Learning Outcome The intended outcome(s) for an educational activity as a whole, and what it was designed to change in terms of competence, performance or patient outcomes.

Maintenance of Certification (MOC) A physician certification maintenance process designed to help keep physicians abreast of advances in their fields, as well as demonstrate a commitment to lifelong learning. The process is organized through one of the 24 ABMS or 18 AOA approved medical specialty boards, and each board has their own requirements for maintaining certification.

Needs Assessment A process of acquiring and analyzing data that reflect the need for a particular educational activity. An evaluation of the difference between current and required knowledge, skills, attitudes, or behaviors used to determine priorities in developing educational activities and their defined learning objectives.

Target Audience The particular group of learners that the learning of a CPD/CME activity is aimed at.

Physician Competency (Desirable Physician Attributes) Desirable qualities for a physician to have. CPD/CME activity learning should be created with the goal of achieving at least one physician competency.

Professional Practice Gap (Practice Gap/Learning Gap) The discrepancy between a current level of knowledge, skills, and attitudes and the preestablished desired level.