



**Defense Health Agency J-7 Continuing Education Program Office**  
**Continuing Education Activity Content Reviewer Form**

*The information stated in this form reflect the requirements for the review of educational materials from the below accrediting organizations. Click on the links for specific accreditation guidance and standards.*

- Joint Accreditation (JA)
  - <https://jointaccreditation.org/accreditation-process/requirements/criteria/>
  - <https://accme.org/rules/standards/>
  - Accreditation Council for Continuing Medical Educations (ACCME)
  - Accreditation Council for Pharmacy Education (ACPE)
  - American Academy of Physician Associates (AAPA)
  - American Dental Association (ADA CERP)
  - American Nurses Credentialing Center (ANCC)
  - American Psychological Association (APA)
  - Association of Social Work Boards (ASWB)
  - Commission on Dietetic Registration (CDR)
  - Board of Certification for the Athletic Trainers (BOC)
  - Council on Optometric Practitioner Education (ARBO/COPE)
- American College of Healthcare Executives (ACHE)
  - <https://www.ache.org/learning-center/education-and-events/event-resources/continuing-education-information/qualified-education-credit>
- American Health Information Management Association (AHIMA)
- American Occupational Therapy Association (OTA)
  - <https://www.ota.org/career/continuing-education/approved-providers/guidelines-and-criteria-ota-approved-provider-program>
- American Physical Therapy Association (APTA)
- American Speech Language Hearing Association (ASHA)
  - <https://www.asha.org/ce/for-providers/admin/standards-for-asha-ce-providers/>
- Commission for Case Manager Certification (CCMC)
  - <https://ccmcertification.org/workforce-development/pacetm-guide-providers>
- Council on Professional Standards for Kinesiotherapy (COPSKT)
  - <https://akta.org/continuing-competency-board-policies-procedures>
- National Board for Certified Counselors (NBCC)
  - [http://www.nbcc.org/Assets/CEProvider/CE\\_ProviderPolicy.pdf](http://www.nbcc.org/Assets/CEProvider/CE_ProviderPolicy.pdf)
- Project Management Institute (PMI)
  - <https://www.pmi.org/-/media/pmi/documents/public/pdf/certifications/ccr-certification-requirements-handbook-new.pdf>

Content Reviewer	
Name	
Title	
Credentials	
Organization	

Educational Activity	
Title	
Date	

**The continuing education activity meets the educational needs (knowledge, skills/strategy, or performance) that underlie the practice gaps of the individual/health care team.**

What professional practice gaps of the individual/health care team have been identified?

What is the educational need(s) that underlies the identified gap(s)?

Does this educational activity incorporate the identified educational need(s)?  
Please explain your answer:

YES

NO

**The faculty generated an educational activity designed to change the knowledge, skills/strategy, or performance of the health care team, or patient outcomes?**

Will this educational activity change a provider's knowledge, skills/strategies & performance and/or will this educational activity change patient outcomes?  
Please explain your answer:

YES

NO

**The faculty generated an educational activity around valid content that matches the individual/health care team's current or potential scope of practice.**

Do the contents of this educational activity match the individual/health care team's current or potential scope of practice? Please explain your answer:

YES

NO

**The faculty chose an educational format for this educational activity that is/was appropriate for the setting, objectives and desired results of the activity.**

Explain the rationale or criteria used to ensure the format (webinar, in-person conference, etc.) was appropriate for the setting, objectives, and desired results of this activity. Explain how participants will learn with, from and about each other.

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**The faculty developed an educational activity within the context of the desirable attributes of the individual/health care team.**

What individual/health care team(s) and/or professional attribute/competency was this educational activity developed for?

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**The faculty developed an educational activity that is independent of commercial interests (ACCME Standards for Commercial Support: Standards to Ensure Independence in Continuing Medical Education Activities).**

Does the presentation include a disclosure slide that lists, if applicable, all relevant financial relationships, as well as disclosure statements that either identifies endorsement of products/services/commercial interests within the presentation or state that none are present?

YES NO

The presentation material has no clear examples of promotional commercial interests or endorsement of products that were not clearly disclosed on the disclosure slide.

YES NO

**Learning Objectives**

Are the learning objectives appropriate for the educational activity?  
Please explain your answer.

YES NO

**Recommended Change in Title**

Do you have a recommended change to the activity title? Please explain.

YES NO

**Additional Comments**

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**Acknowledgement**

**Signature:**