



**Defense Health Agency J7 Continuing Education Program Office
Continuing Education Provider Agreement**

Activity Name: _____

Activity Date: _____

Faculty Name: _____

Disclosure of Conflict of Interest: It is the policy of the Defense Health Agency, J7, Continuing Education Program Office as accredited providers of continuing education (CE) / continuing medical education (CME) for health care professionals, to ensure that all educational programs are balanced, evidence-based, and free from commercial influence. In compliance with these requirements, all persons in a position to influence the content of the educational activity must identify and resolve all potential conflicts of interest prior to a CE activity. ***Relevant relationships identified on the attached Disclosure form (including the absence of such relationships) must be conveyed to the audience prior to the activity.***

Disclosure of Off-label/Unapproved Uses: Faculty shall make meaningful disclosure to the audience when CE/CME materials provide information, in whole or in part, related to the off-label, unapproved, experimental, and/or investigational (not FDA approved) use of products or procedures, and any limitations on the information presented, such as data that are preliminary or that represent ongoing research, interim analyses, and/or unsupported opinion. ***Please indicate your intentions on the attached Disclosure form.***

Content Validation: Recommendations regarding clinical practice in this CE /CME activity will be based on evidence that is accepted within the health care professions as adequate justification for their indications and contraindications in the care of patients. All scientific research referred to, reported or used in this CE/CME activity in support or justification of a patient care recommendation will conform to the generally accepted standards of experimental design, data collection and analysis. ***Activity content and resources will be provided in advance as requested and reviewed and edited accordingly prior to the CE activity occurring (or being released) for fair balance and compliance with all accreditation guidelines.***

Copyright Permissions: Faculty shall obtain the necessary copyright permission(s) for any portion of the CE /CME materials which are not inclusive of their original work or for which they do not hold the copyright.

Standards of Professional Conduct: Faculty shall refrain from any manner of discrimination with respect to the CE/CME materials provided under this Agreement, including but not limited to, on the basis of: race, color, religion, national origin, age, sex, socioeconomic or ethnic background, sexual orientation, political affiliation, genetic information, veteran status, or disability consistent with all applicable laws, rules and regulations.

Eliminate Commercial Bias: Whenever possible, classes or groups of similar products or treatment approaches should be discussed using generic rather than trade names. Varying or conflicting viewpoints should be explored.

Commercial Support: Faculty are not permitted to receive any direct remuneration or gifts from the commercial supporter(s) of the activity, nor should they be subject to direct input from a commercial supporter regarding the content of their presentation. Advertising may not be a part of educational materials or venue. Promotional activities may not occur during the educational activity.

Permission Acknowledgment: Materials developed for this CE/CME activity may be duplicated and distributed to enhance the learning experience for participants; and may be further used as an enduring activity to broaden their reach to participants who may not be in attendance.

Signature of this document signifies that I have read, understood, and will abide by these requirements and regulations.

Signature

Date