

CPD/CME

CONNECTIONS

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



OCPD WINTER GREETINGS

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

The winter days are fast approaching, bringing in the colder air and shorter days, lending to more time indoors and a chance to slow down the pace a bit. We encourage you to take this opportunity to rest and reflect. Rest because we deserve it; we have worked hard to serve the community and reach so many goals. Reflect to gain deeper understanding of your thoughts and behaviors, empowering you to achieve personal growth.

Taking this time can help us all to prepare and evaluate what we want to achieve in 2025. First, we should recognize the greatness of what we have all accomplished for the community in 2024. Even in the missteps we should be thankful because they too have led us to awareness and growth. Embracing the full spectrum; acknowledging both the positive and challenging experiences, for it is in the interplay of both that true growth occurs.

The OCPD appreciates the collaborative partnership we have with each of you and your dedication does not go unnoticed. We hope you all plan to take some much-needed time relaxing, reflecting on a productive year, and spending time with your loved ones. On behalf of our CPD/CME team, we wish you a joyous holiday season and a Happy New Year 2025!

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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: EBONY MCHASKELL

Ebony McHaskell, Senior Director of the Center for Programs in Allied Health (CPiAH), supports the organization by working with the program directors of over 20 certificate and scholarship programs who train students to fill vacant positions at VUMC.

Ebony, how do you manage all that you do?

"I drink a lot of coffee and take a lot of notes and CPiAH is made up of a great group of people who are committed and love what they do. Spending many years in the Air Force has taught me that it takes a team to be victorious. I could not do what I do without my team."

What are five interesting facts about you?

"I started at VUMC a few years after the programs split from Vanderbilt University, and the medical center was in the process of creating CPiAH and obtaining institutional accreditation. I started drag racing in my home state of Missouri at 15 years old. My parents had to permit me to enlist in the Air Force because I was only 17. I love true crime podcasts and spend my morning and evening drive time solving crimes with the hosts of the podcast, lol. I own three classic cars, a 1959 Chevy Bel Air, a 1969 Chevy Camaro, and a 1969 Chevy Chevelle. Yes, I am a Chevy girl!"



The Center for Advanced Mobile Healthcare Learning ([CAMHL](#)) is pleased to announce a new member to the leadership team:

Jo Kumpf, MD, MBA

Jo joins CAMHL as Principal Product Manager.

We welcome Jo to the team!

More to come.





Academy for Excellence in Education (AEE)

January 13, 2025 (In person)

Monday, January 13, 2025, 12pm, Light Hall 214

Health Sciences Education Grand Rounds sponsored by the Academy for Excellence in Education (AEE).

Topic: "Physician Wellness"

Speaker: Lotte Dyrbye, MD, MHPE, Senior Associate Dean of Faculty and Chief Well-being Officer at the University of Colorado School of Medicine, and national thought leader on physician burnout and engagement.

[Registration required – click here to register](#)

March 3, 2025 (In person)

Monday, March 3, 12pm, Light Hall 214

Health Sciences Education Grand Rounds sponsored by the Academy for Excellence in Education (AEE).

Special Event: "Vanderbilt University School of Medicine: Its Collaborative History"

Speaker: Lynn E. Webb, PhD, Assistant Dean, Vanderbilt School of Medicine

[Registration required – click here to register](#)

Educator Development Program (EDP)

January 31, 2025 (In person)

EDP Workshop: Small Group Teaching Part 2: Facilitator Development

Facilitators: Charlene M. Dewey, MD, MEd, MACP and Courtney M. Tomblinson, MD

Friday, January 31, 2025, 2-4pm, Light Hall 411

[Registration required – click here to register](#)

February 13, 2024 (Virtual)

EDP Workshop: Using Effective Questioning to Advance Learning

Facilitators: Janice Law, MD and Kendra Parekh, MD, MHPE

Thursday, February 13, 2025, 12-1pm, Microsoft Teams

[Registration required – click here to register](#)

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 Credit
- American Board of Thoracic Surgery - Accredited CME Credit
- American Board of Orthopaedic Surgery - Accredited CME Credit



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.

HEALTHCARE CONTINUING EDUCATION PROFESSIONALS DAY

The [ACCME](#), [APCE](#), [ANCC](#), [ACEHP](#), [Joint Accreditation](#), [SACME](#), [AAFP](#), and [AHME](#) have founded a day to honor Healthcare Professional educators. On **January 24, 2025**, we will celebrate Healthcare Continuing Education Professionals Day™, a day dedicated to celebrating the professionals who ensure that healthcare providers stay informed, competent, and capable of delivering the best possible care to their patients. Healthcare continuing education professionals play a pivotal role in shaping the future of healthcare by fostering lifelong learning and professional development.

We asked two of our esteemed colleagues in OCPD **Heidi Petree** and **Allen Cantrell**.



Why do you enjoy working in healthcare continuing education?

"I enjoy working in healthcare continuing education because knowing that a medical profession has learned a new technique or discovered a way an existing procedure or education could work is fascinating to me.

We work with some of the smartest people in the world and it is nice to know they could have learned something that was introduced through our CME programs. I am interested in the way people learn and when new ways of learning are introduced it is groundbreaking and exciting to watch and we can have an impact every day."

Why do you enjoy working in healthcare continuing education?

"Continued education is a vital part of bridging practice gaps and a catalyst for continued improvement of medical care. Medical education helps physicians adapt to emerging trends, enhances knowledge and skills, and greatly improves the outcomes of those we serve. Our robust MOC II and IV programs significantly contribute in helping physicians more easily meet their professional requirements with their license and certification.

At some point, we are on the receiving end of this care and it's important to me to know that our physicians and medical professionals are offering the best medical care possible. We each play an important role in helping to provide continuing education opportunities. I am glad to help drive and inspire these educational initiatives."



We want to hear from you!

If you or anyone else would like to be highlighted as a Healthcare Professional Educator or have ideas for how we should celebrate, please contact Monique Drago at monique.n.drago@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.



THE IMPORTANCE OF THE EVALUATION: WE REALLY WANT YOUR FEEDBACK!



It takes a lot of hard work and dedication to put together a quality education activity. There are several moving parts; adding on accreditation adds another layer of complexity. The work that is done is to ensure participants leave the activity achieving the learning outcomes intended. Without receiving evaluation data, we have no documented way to validate that the goals of the activity were achieved and no information to inform future improvements.

We need to assess viability from year to year for each activity and if we do not have data some may be at risk of discontinuation. We encourage everyone to take the time to complete the evaluation after participating in your activities whether you plan on claiming credit or not. This should take you no longer than 3-5 minutes. We have included instructions below for your convenience.

[Instructions on Completing an Evaluation](#)



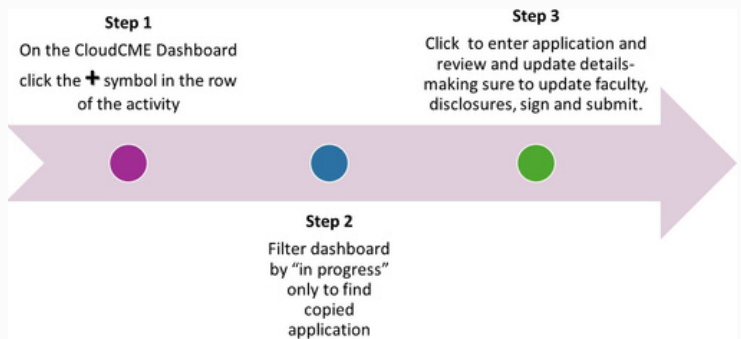
CPD QUICK BYTES

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
94641	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.	+	-

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 SOP on Commercial Support and Exhibits](#) as well as [our new admin fee update](#).

CME REMINDERS

DON'T FORGET!

- Activity applications are due *90 days prior* to the activity start date for RSS applications.
- Activity applications for Courses are due *120 days prior* to the activity start date. This means the application is submitted and required information is completed, including: (1) Planners information; (2) CME Associate Information; (3) Learning Objectives; (4) Practice Gap Statement; and (5) A Needs Assessment Article or Data Presentation to support the educational need.
- 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 used to record attendance at CME approved activities and is required by our accrediting body, the ACCME.
- CME Associates are responsible for all admin for an activity, which includes adding all speakers, making sure the disclosures are complete, submitting the final budget by the due date, and making certain that the invoice (if applicable) is paid by the due date.
- If your series is no longer active, or if your course is canceled or rescheduled, please let us know right away so that we may update our accreditation data.

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