## Presentation Guidelines to Meet ACPE Requirements



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### **Presenter Requirements**

- > Current curriculum vitae
- > Conflict of interest declaration (all conflicts must be resolved)
- > Learning objectives which meet program activity
- > Active learning techniques in presentation
- > Slide set within ACPE guidelines
- Learning assessment that addresses achievement of learning objectives.

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### **Conflict of Interest**

- Disclosure due to a relationship with a commercial interest is required if both
  - $\circ$  the relationship is financial and occurred within the past 12 months and
  - the individual has the opportunity to affect the content of CPE about the products or services of that commercial
- ACPE considers relationships of the person involved in the CPE activity to include financial relationships of a spouse or partner.

ICHP

### **Conflict of Interest**

- Financial relationships are those relationships in which the individual benefits by receiving
  - o salary
  - o royalty
  - o intellectual property rights
- o consulting fee
- o honoraria
- o ownership interest (e.g. stocks, stock options or other ownership interest, excluding diversified mutual funds)
- o other financial benefit

ICHP

### **Conflict of Interest**

- Financial benefits are usually associated with roles such as:
  - $\circ \ employment$
  - o management position
  - independent contractor (including contracted research) consulting fee
  - o consulting
- o speaking and teaching
- o membership on advisory committees or review panels
- o board membership
- $\circ\,$  other activities for which remuneration is received or expected

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### **Conflict of Interest**

- A speaker may not present if a COI has not been signed or any listed conflict has not been resolved
- Include COI statement on title or second slide of presentation even if no conflict exists
  - o Statement example
  - "The speaker has no actual or potential conflict of interest in relation to this presentation."

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## Learning Objectives

- Based on type of CPE activity
- o Knowledge-based
- o Application-based
- o Practice-based
- For purposes of GLPRC, all presentations will be knowledge-based
- $\bullet$  For purposes of GLPRC, only 2 learning objectives are required.

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### **Learning Objectives**

- Learning objective verbs must come from Bloom Taxonomy knowledge or comprehension categories (you may choose from a drop down box in the abstract submission form)
- Must be measurable and specific
- Must relate directly to program content
- · Are the basis for assessment

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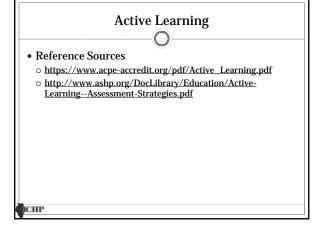
Instructional Category	• Acceptable Verbs
	o Arrange
	o Define
	o Duplicate
<ul> <li>Memorize Information</li> </ul>	o Label
	o List
	o Match
	o Name
	o Order
	o Recognize
	o Relate
	o Recall
	o State

Comprehension-Based Objectives	
Instructional Category	Appropriate Verbs
<ul> <li>○ Translate information into another form</li> <li>× Interpret data</li> <li>× Extrapolate data</li> </ul>	Classify Describe Discuss Explain Express Identify Indicate Cutline Recognize Report Restate Review
Adapted from Richardson, M. 2009 CPE	o Select
CHP	o Translate

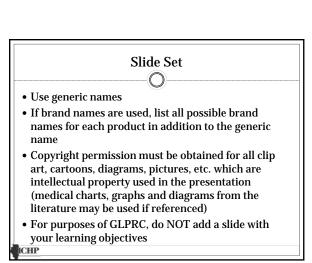
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# Active Learning Active Learning All CPE activities must include active participation and involvement of the audience (ACPE standard 7) Presentations should offer educational materials that will enhance audience understanding of the content and foster applications to pharmacy practice (ACPE standard 8) Materials should serve as a guide Provide additional sources of information Include reference tools usable in practice

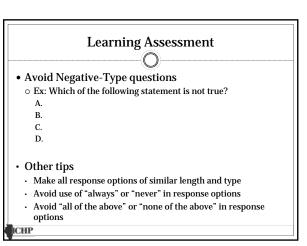
## Active Learning Techniques for Knowledge Verbs Lecture Visuals Examples Illustration Analogies Techniques for Comprehension Verbs Test/assessment Matching questions/answers Discussion Report Writing



## Slide Set Title slide or second slide must list any conflict of interest, even if there is no conflict – state that Reference each slide as appropriate Use an acceptable reference format such as those of the AMA or the National Library of Medicine Presentations must provide a balanced view of therapeutic options Indicate either verbally or in writing when discussing off-label (non-FDA approved) uses



# Learning Assessment • For purposes of GLPRC, only 2 post-test questions are required • Must relate back to the learning objectives • Should be multiple choice, not True/False • Use positive-type questions • Ex: Which of the following statements is correct? A. B. C. D.



### Note

- The slide set must be submitted by April 10 for review of compliance with ACPE guidelines.
- Please note that once you submit your slide set, you may not change the slides per ACPE requirements.
- You may verbally inform the audience of any changes or additions during the presentation.
- $\bullet \ \ For more information on ACPE \ requirements, go \ to: \\ http://www.acpe-accredit.org/ceproviders/default.asp$

Questions?

DIRECT ANY QUESTIONS REGARDING ACPE
REQUIREMENTS TO:

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