



Medical College of Georgia

Academic, Research, and
Student Affairs
Policy Library

Continuing Education Provider Independence Policy

Policy 5.04
Volume 5: Continuing Education
Chapter 04: Continuing Education
Provider Independence Policy
Responsible Office: Continuing
Education
Originally issued: 2001
Revised August 2007

Policy Statement

In order to maintain the independence of the Continuing Education provider, the following decisions regarding Continuing Education activities must be made free of the control of any commercial interest:

- Identification of Continuing Education needs
- Determination of educational objectives
- Selection and presentation of content
- Selection of all persons and organizations that will be in a position to control the content of the Continuing Education activity
- Selection of educational methods
- Evaluation of the activity

Reason For Policy

The Division of Continuing Education is required by its accrediting bodies to provide educational activities that are independent of commercial influence or bias.

Entities Affected By This Policy

All continuing education course directors, course planning committees, course faculty, commercial supporters (sponsors, grantors, and exhibitors), course participants, and university administrators are covered by these policies.

Who Should Read This Policy

Continuing Education course directors, course planning committees, course faculty, commercial supporters, and university administrators should read this policy.

Contacts

Contact	Phone	e-mail/URL
Director, Continuing Education	706-721-3967	http://www.mcg.edu/ce/
Senior Conference Coordinator	706-721-3967	http://www.mcg.edu/ce/med.html
Dental Conference Coordinator	706-721-3967	http://www.mcg.edu/ce/dental.html
Nursing Conference Coordinator	706-721-3967	http://www.mcg.edu/ce/nursing.html
Allied Health Sciences Conference Coordinator	706-721-3967	http://www.mcg.edu/ce/AlliedHealth.htm

Website Address For This Policy

<http://www.mcg.edu/aaffairs/policies/pdfs/p504.pdf>

Overview

In accordance with the requirements of the accrediting bodies for Continuing Education, the Division of Continuing Education must control the planning and evaluation of all activities presented by the unit. A commercial interest may not be allowed to conduct the needs assessment, determine the educational objectives, choose the content to be included in the activity, select representatives that are in control of the content, select educational methods, or choose the measurements of educational effectiveness.

Process/Procedures

The Division of Continuing Education follows a strict planning protocol controlling the needs assessment, identification of educational objectives, determination of content, selection of representatives to the course planning committee, selection of educational methods, and measurements of educational effectiveness.

Responsibilities

The responsibilities each party has in connection with Academic, Research, and Student Affairs Policy 5.04, Continuing Education Provider Independence Policy, are:

Director of Continuing Education	Provides oversight and ensures compliance with accreditation agencies.
Senior Conference Coordinator	Ensures planning process is in compliance with guidelines of accrediting agencies to provide independent continuing education.
Medicine Assistant Conference Coordinator	Compiles documentation necessary to comply with accreditation requirements to ensure independence of activities.
Dental Conference Coordinator	Ensures planning process is in compliance with guidelines of accrediting agencies to provide independent Continuing Education.
Dental Assistant Conference Coordinator	Compiles documentation necessary to comply with accreditation requirements to ensure independence of activities.
Nursing Conference Coordinator	Ensures planning process is in compliance with guidelines of accrediting agencies to provide independent Continuing Education.
Allied Health Professions Conference Coordinator	Ensures planning process is in compliance with guidelines of accrediting agencies to provide independent Continuing Education.