



Medical College of Georgia

Academic, Research, and
Student Affairs
Policy Library

Continuing Education Content Validation Policy

Policy 5.06

Volume 5 Continuing Education
Chapter 06 Continuing Education
Content Validation Policy

Responsible Office: Continuing
Education

Originally issued: 2001

Revised: August 2007

Policy Statement

The Division of Continuing Education and the Medical College of Georgia faculty are responsible for ensuring that the educational design and production of presentations and reference materials are in compliance with the appropriate professional disciplines and accrediting agencies. All clinical recommendations involving clinical allied health sciences, dentistry, nursing, or medicine in a Continuing Education activity must be based on evidence that is accepted within the respective profession as adequate justification for their indications and contraindications in the care of patients. All scientific research referred to, reported, or used in a Continuing Education activity in support or justification of a patient care recommendation must conform to the generally accepted standards of experimental design, data collection, and analysis. All recommendations, treatment or manners of practice discussed in a Continuing Education activity must be within the definition of Continuing Education and must not be known (a) to have risks or dangers that outweigh the benefits or (b) to be ineffective in the treatment of patients.

Reason For Policy

The Medical College of Georgia Division of Continuing Education is responsible for ensuring that educational activities sponsored by the Division and the Schools are in compliance with the associated professional discipline and accrediting agencies.

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 this policy.

Who Should Read This Policy

This policy should be read by continuing education course directors, course planning committees, course faculty, commercial supporters, and university administrators.

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
Assistant Conference Coordinator for Medicine	706-721-3967	http://www.mcg.edu/ce/med.html
Dental Conference Coordinator	706-721-3967	http://www.mcg.edu/ce/dental.html
Assistant Conference Coordinator for Dentistry	706-721-3967	http://www.mcg.edu/ce/dental.html
Nursing/Allied Health Conference Coordinator	706-721-3967	http://www.mcg.edu/ce/

Website Address For This Policy

<http://www.mcg.edu/aaffairs/policies/pdfs/p506.pdf>

Definitions

These definitions apply to these terms as they are used in this policy and related policies:

Continuing Education (CE)	Continuing educational activities provided by the Schools of Medicine, Dentistry, Allied Health Sciences, Nursing and Graduate Studies. This includes educational activities that serve to maintain, develop, or increase the knowledge, skills, and professional performance and relationships that a healthcare provider uses to deliver services for patients, the public, or the profession.
CE Content	Content is the body of knowledge and skills generally recognized and accepted by the health professions as within the basic medical sciences, the disciplines of the healthcare providers, and the provision of health care to the public.

Overview

The Division of Continuing Education, in order to maintain accreditation by the respective governing bodies, must ensure that activities delivered to healthcare professionals meet the definition of Continuing Education.

Process/Procedure

The Medical College of Georgia faculty and the Division of Continuing Education determine the planning and production of educational content using the appropriate planning process. The Division of Continuing Education determines the appropriate number of educational credits for the activity. Content validation is the responsibility of the activity faculty, the course director, the planning committee, and the Division of Continuing Education.

Responsibilities:

The responsibilities each party has in connection with Academic, Research, and Student Affairs Policy 5.06, Continuing Education Content Validation Policy, are:

Director of Continuing Education	Provides oversight and ensures compliance with accreditation agencies regarding the content validity of CE offerings.
Senior Conference Coordinator	Manages planning process to include measures to ensure content validity.
Assistant Conference Coordinator for Medicine	Compiles documentation necessary to comply with accreditation requirements to ensure validity of content.
Dental Conference Coordinator	Manages planning process to include measures to ensure content validity.
Assistant Conference Coordinator for Dentistry	Compiles documentation necessary to comply with accreditation requirements to ensure validity of content.
Nursing Conference Coordinator	Manages planning process to include measures to ensure content validity.