

Colorado Medical Society Joint Sponsorship Fee Guidelines

General

Colorado Medical Society (CMS) will engage in joint sponsorship with non-accredited providers of continuing medical education. Joint sponsorship fees will be charged according to the type, size and complexity of the CME activity. Please CONTACT THE CMS CME OFFICE FOR A FEE QUOTE AT 720-858-6309 or joanne_wojak@cms.org.

Fees

- A non-refundable review fee of \$150 will be charged for each CME application. If the application is approved the fee will be applied to the base accreditation fee.
- There will be a minimum fee of \$600 per activity (or series). Please call the CME office for a fee quote at 720-858-6309 or joanne_wojak@cms.org
- Colorado Medical Society will honor fee quotes for up to 60 days.
- Fees quoted for activities that are offered multiple times will be honored for one year from the date of the initial offering.
- Travel expenses may be incurred if CMS monitors a live activity.
- Peer review of content may be required if a speaker, planner or author has a conflict of interest. The joint sponsor may arrange the peer review, but CMS must approve the reviewers.

Certificates and Evaluation

- Credit certificates or transcripts are generally included in the fees (special cases may apply). AMA credit certificates or statements of credit are issued to physicians who participate in and complete evaluations for CME certified activities.
- Certificates of participation are issued to other health care professionals who have participated in and completed an evaluation for CME certified activities.
- The joint sponsor may conduct their own evaluation (approval of instruments required by CMS) and send the data to CMS, or CMS evaluation services are available for an additional fee.

Industry Support

- If the activity has any industry commercial support or exhibits, the base fee will increase 25%. This helps to offset the cost of managing funds, reviewing contracts, and increased monitoring/communication in order to ensure compliance with the ACCME Standards for Commercial Support.

Colorado Medical Society CME certification includes:

- Initial interview between joint sponsor and CMS to determine eligibility and discuss roles and responsibilities of each party
- CME application review and CME consultation as needed during activity planning
- Documentation templates: evaluation form, application for credit, disclosure form, budget spreadsheet, faculty confirmation letter, and others will be available.
- Staff review of content, program materials, announcements, commercial contracts
- Management of commercial funds when required
- Certificates sent to all participants who complete an evaluation & credit request
- Evaluation services are available for a fee. Fees begin at \$200 minimum and include electronic survey and application for credit delivery, tabulation and summary report that will satisfy CME requirements for evaluation.
- CMS website posting: activity posting with a hyperlink to joint sponsor website or brochure.