



# Ohio State Medical Association

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## Accreditation of Intrastate Providers of Continuing Medical Education

### Pre-Application

**Ohio State Medical Association  
3401 Mill Run Drive  
Hilliard, Ohio 43026**

*Questions may be directed to:  
Traci Benzing, Director, Accreditation Services*

*(800) 766-6762 \$ (614) 527-6762 \$ (614) 527-6763 (Fax) \$ E-mail: [tbenzing@osma.org](mailto:tbenzing@osma.org)*

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## PRE-APPLICATION

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### **Purpose**

The purpose of the accreditation process is to enhance the quality of physician CME by establishing and maintaining standards for development and implementation of formally structured CME programs. This process measures the ability of institutions and other entities to plan effective CME activities and to maintain an overall CME program in accordance with these standards. Accreditation is a voluntary process.

### **Definition**

Accreditation is the official recognition by the Ohio State Medical Association (OSMA) or the Accreditation Council for Continuing Medical Education (ACCME) that an institution=s/organization=s overall program of physician CME meets established criteria for educational planning and quality in accordance with the Essential Area Elements and Criteria of CME.

### **Eligible Institutions and Organizations**

Institutions/organizations eligible for continuing medical education accreditation are generally defined as hospitals, county medical societies, state or local specialty societies, voluntary health organizations, state agencies, other entities which sponsor CME activities on a regular or recurring basis, and formal consortia of the above institutions/organizations.

The OSMA Focused Task Force on Accreditation reserves the right to exercise judgment in assessing accreditation eligibility. Applicants will be closely examined for compliance with the Essential Area Elements and Standards of CME. Continuing medical education activities shall be distinguished from activities which appear primarily intended to advertise a product, name, or service.

### **Eligibility Criteria**

To be eligible for consideration of accreditation by the Ohio State Medical Association, institutions/organizations must meet the following criteria:

- § Offer a program of continuing medical education primarily targeted to physicians licensed and practicing in the state of Ohio;
- § Restrict direct promotion of the activities to physicians residing in Ohio and its contiguous states (i.e., Indiana, Michigan, Pennsylvania, West Virginia, and Kentucky);
- § Be located within the state of Ohio;
- § Demonstrate an overall organizational commitment to the continuing medical education program, including budget support, staffing and record-keeping resources;
- § Demonstrate the capacity to substantially comply with the OSMA Essential Area Elements and Criteria of CME; and
- § Offer a formal, planned program of continuing medical education that includes at least one or more organized educational offerings per year.

## **OSMA Pre-Application Questionnaire**

### **1. Institution/Organization Seeking Accreditation:**

Name:



8. Describe the target audience:

9. Describe the mechanism(s) used to identify educational needs of your target audience:

10. Check here  if you plan to produce and designate credit for enduring materials.

Enduring materials are defined as written, audio, audio-visual, or other electronically produced materials, which constitute a continuing medical education activity.

11. Why are you seeking OSMA accreditation at this time?

12. Individual completing this questionnaire:

Name:

Title:

Address:

Phone: (     )     -     Fax: (     )     -     E-mail:

Date submitted:

Send the pre-application questionnaire and application fee of \$100.00 (a one-time, non-refundable fee) to :

**The Ohio State Medical Association  
Focused Task Force on Accreditation  
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