

CME Exhibitor Agreement

Thank you for your support for our accredited educational program. The purpose of this agreement is to ensure that Roper St. Francis Healthcare has the sole responsibility for their accredited programs. This is done by ensuring all accredited education supported by an ineligible company meets the Standards for Integrity and Independence in Accredited Continuing Education by the ACCME.
<https://www.accme.org/accreditation-rules/standards-for-integrity-independence-accredited-ce>

A commercial interest is any entity producing, marketing, reselling, or distributing health care goods or services consumed by, or used on, patients. Commercial support is defined as financial or in-kind contributions given by a commercial interest that are used to pay all or part of the costs of an educational activity. "In-kind" refers to the loan or donation of equipment and/or supplies from a commercial entity.

Roper St. Francis Healthcare is responsible for ensuring that education is separate from marketing by ineligible companies, including advertising, sales, exhibits, and promotional material as well as non-accredited education offered in conjunction with accredited continuing education. Please complete the agreement below.

Activity Title:		
Date of Activity:		Location:
Exhibitor/Company Information:		
Company Name:		
Mailing Address:		
City:	State:	Zip Code:
Contact Person:		Title:
Phone Number:	Email:	
Type of Product or Service Exhibition (monetary donation):		
Company Representative(s) to Attend Activity		
Name:	Phone:	Email:
Name:	Phone:	Email:
Name:	Phone:	Email:

All payments must be made to the Joint Provider and/or Host of the educational activity. Do not send payment to the RSFH CME Department.

Roper St. Francis Healthcare will ensure the following standards are met for all accredited programs:

1. The arrangement to allow ineligible companies to market or exhibit in association with accredited education must not:
 - a. Influence any decisions related to the planning, delivery, and evaluation of the education
 - b. Interfere with the presentation of the education.
 - c. Be a condition of the provision of financial or in-kind support from ineligible companies for the education

2. The accredited provider must ensure that learners can easily distinguish between accredited education and other activities.
 - a. Live continuing education activities: Marketing, exhibits, and nonaccredited education developed by or with influence from an ineligible company or with planners or faculty with unmitigated financial relationships must not occur in the educational space within 30 minutes before or after an accredited educational activity. Activities that are part of the event but are not accredited for continuing education must be clearly labeled and communicated as such.
 - b. Print, online, or digital continuing education activities: Learners must not be presented with marketing while engaging in the accredited education activity. Learners must be able to engage with the accredited education without having to click through, watch, listen to, or be presented with product promotion or product specific advertisement.
 - c. Educational materials that are part of the accredited education such as slides, abstracts, handouts, evaluation tools or disclosure information, must not contain marketing produced by or for an ineligible company. This includes corporate or product logos, trade names, or product group messages.
Information distributed about accredited education that does not include educational content, such as schedules and logistical information, may include marketing by or for an ineligible company.

3. Ineligible companies may not provide access to, or distribute, accredited education to learners.

4. The accredited provider must not share the names or contact information of learners with any ineligible company or its agents without explicit consent of the individual learner (Standard 2).

5. Representatives of ineligible companies may attend the educational activity if they wish, but must not engage in the sales activity in the educational space. They may not ask questions or wear any advertising in the educational space.

6. All commercial support will be disclosed to participants.

Signature & Acceptance of Agreement

By signing below, I affirm that I have read and understood all information contained within the exhibitor agreement. I agree to abide by all the rules, regulations and standards. I understand that by violating any of the above rules, regulations, or standards I can be asked to leave the meeting without benefit of a refund. I also understand that if I cancel after my agreement has been accepted, I am responsible for the registration fee and will only receive a refund if the space can be reassigned within 7 days of the program.

Print Company Representatives Name:	Signature:
Date:	

Please return a completed and signed copy of the application and contract to:

RSFH CME Office: CME Email: Kara.Melin@RSFH.com
 Office Phone: 843-958-1267
 Fax: 843-720-8409