



## THE ACCME'S ESSENTIAL AREAS AND THEIR ELEMENTS

### Essential Area 1: Purpose and Mission

The provider must,

Element 1	Have a written statement of its CME mission, which includes the CME purpose, content areas, target audience, type of activities provided, and expected results of the program.
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### Essential Area 2: Educational Planning

The provider must,

Element 2.1	Use a planning process(es) that links identified educational needs with a desired result in its provision of all CME activities.
Element 2.2	Use needs assessment data to plan CME activities.
Element 2.3	Communicate the purpose or objectives of the activity so the learner is informed before participating in the activity.
Element 3.3	Present CME activities in compliance with the ACCME's policies for disclosure and commercial support. [NOTE: The ACCME's policies for disclosure and commercial support are articulated in: <b>(1) <i>The Standards For Commercial Support: Standards to Ensure Independence in CME Activities</i></b> , as adopted by ACCME in September 2004; and <b>(2) ACCME policies applicable to commercial support and disclosure</b> . All materials can be found on <a href="http://www.accme.org">www.accme.org</a> .]

### Essential Area 3: Evaluation and Improvement

The provider must,

Element 2.4	Evaluate the effectiveness of its CME activities in meeting identified educational needs.
Element 2.5	Evaluate the effectiveness of its overall CME program and make improvements to the program.