

CHSE POLICY

FOR REVIEWING AND APPROVAL OF CHSE CREDITS

Preamble

CHSE Program is committed to ensuring the process for reviewing and accrediting Continuing Health Sciences Education (CHSE) activities is consistently applied to all programs and events. In our processes, our goal is to ensure that all programs accredited by CHSE comply with standards of national accreditation systems such as The College of Family Physicians of Canada (CFPC) and the Royal College of Physicians and Surgeons of Canada (RCPSC).

CHSE Credits refer to Continuing Medical Education (CME), Continuing Professional Development (CPD) and any other Continuing Education (CE) Credits the CHSE Program may process for healthcare professionals.

Purpose

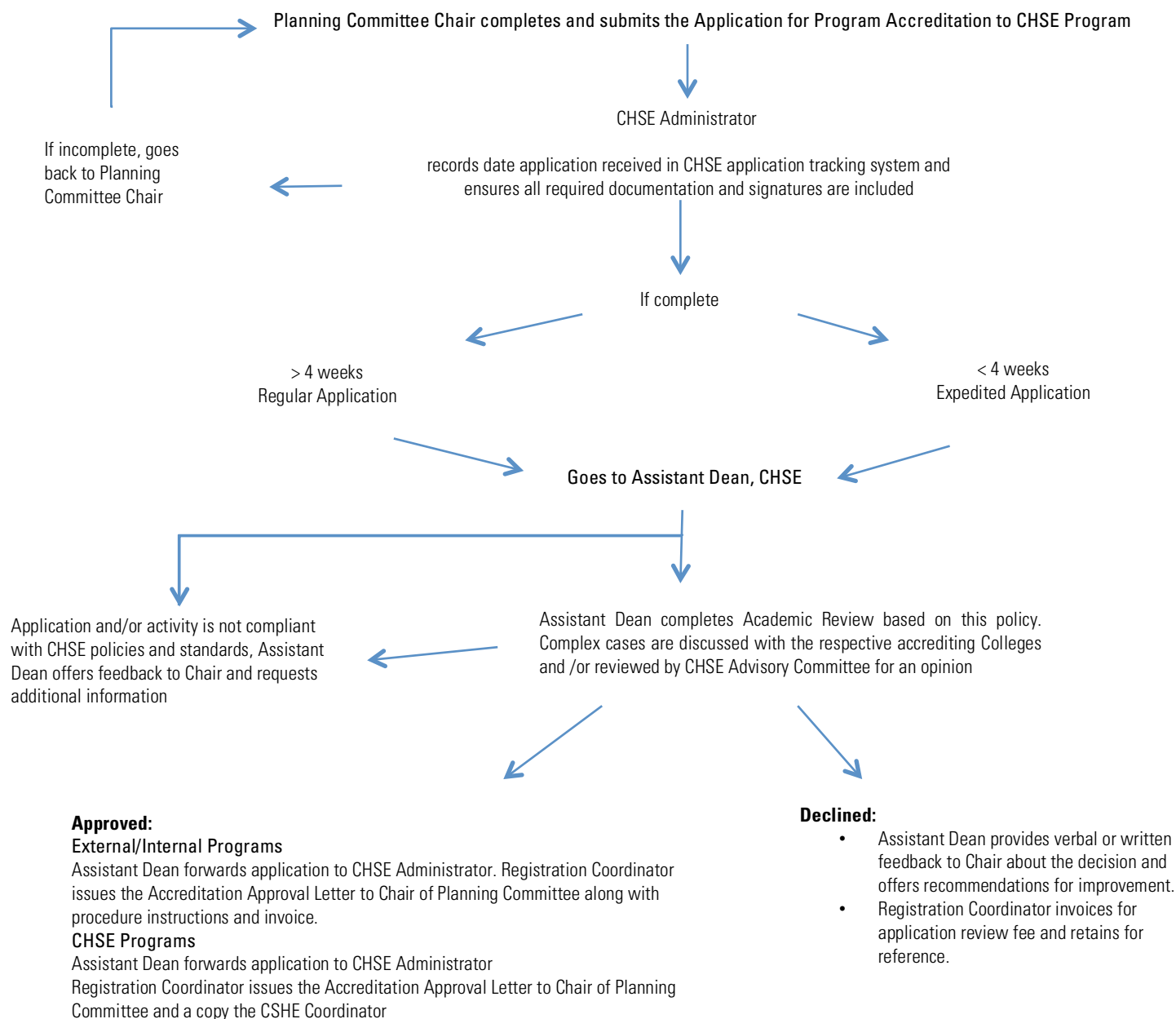
In implementing a transparent and reliable process for program accreditation and assignment of credits, a quality management system is consistently applied to ensure the rigorous application of credits.

General Principles

1. CHSE will ensure that the policies and standards of national accreditation systems (CFPC, RCPSC, etc.) in setting CHSE standards and policies are followed.
2. All programs approved for CPD credits must comply with CHSE and FHS policies, and meet or exceed standards related to the planning, design, development and delivery of continuing health sciences education activities. (These policies include and are not limited to Conflict of Interest, FIPPA, , Support from External Sources, Copyright)
3. The reference for current standards is documented in the CHSE Guidebook for Planning, Developing and Delivering Continuing Health Sciences Education Activities.
(http://fhs.mcmaster.ca/conted/documents/Guidebook-PDD-CHSE-Activities_web.pdf)



CHSE INTERNAL PROCEDURE FOR REVIEWING AND APPROVAL OF CHSE CREDITS



Quality Management Process:

Every 10th Regular Application received by CHSE Administration is scanned and emailed to an identified member of the CHSE Advisory Committee for an independent review. If the results of the review differ from the Assistant Dean's decision, then feedback is given to the Assistant Dean and the case is re-reviewed and potentially discussed with the respective accrediting Colleges and/or taken to the CHSE Advisory Committee for their opinion.

