

Keck School of Medicine of the University of Southern California
Office of Continuing Medical Education
COMMERCIAL SUPPORT LETTER OF AGREEMENT

REGARDING TERMS, CONDITIONS AND PURPOSES OF AN EDUCATIONAL GRANT
FOR AN INDEPENDENT EDUCATIONAL EVENT

The Keck School of Medicine of USC, Office of Continuing Medical Education (KSOM OCME) is committed to presenting CME activities that promote improvements or quality in healthcare and are independent of the control of commercial interests. As part of this commitment, the Keck School of Medicine of USC, Office of Continuing Medical Education, has outlined in this written agreement the terms, conditions and purposes of commercial support for its CME activities. Commercial support is defined as financial, or in-kind, contributions given by a commercial interest, which is used to pay all or part of the costs of a CME activity. This agreement is between the Keck School of Medicine of USC, Office of Continuing Medical Education, and the commercial interest listed below.

Title and date of CME Activity: **Peripheral Arterial Disease and Critical Limb Ischemia; Update 2008 (12th Annual Gaspar Symposium), September 18, 2008**

Location: **Millennium Biltmore Hotel, Los Angeles, California**

Name of Commercial Interest: _____

Address: _____

City, State, Zip _____

Contact Person: _____ Phone _____

E-mail address: _____ Fax _____

The above company wishes to provide support for the named continuing medical education activity by means of an educational grant (direct or in-kind) for support of the CME activity in the amount of \$ _____
Grant will be used for the following:

- Speaker Honoraria Speaker Expenses Meeting Expenses (syllabus, advertising, F&B, etc.)
 Other (specify): _____

TERMS, CONDITIONS AND PURPOSES

1. Statement of Purpose: CME activities shall be conducted for scientific and educational purposes only and will not promote any specific proprietary business interest in the Commercial Interest, directly or indirectly.
2. Control of Content and Selection of Presenters and Moderators: The KSOM OCME (Accredited Provider) is responsible for control of content and selection of presenters, moderators, and members of committees planning the content of the activity. The Commercial Interest will not require the KSOM OCME to accept certain advice or services concerning teachers, authors, participants, or any other educational matters, including content, as conditions of receiving this grant. The Commercial Interest, or its agents, will respond only to KSOM OCME-initiated requests for suggestions of presenters or sources of possible presenters. The KSOM OCME will seek suggestions from other sources, and will make selection of presenter(s) based on balance and independence. The decision of the KSOM OCME will be final.
3. Disclosure of Financial Relationships: The KSOM OCME (Accredited Provider) will require the CME activity faculty to disclose in writing prior to the CME activity, or in the prologue to an enduring material, any financial relationships that the CME activity faculty has with (a) any Commercial Interest providing support for the CME activity, or (b) any Commercial Interest to whose products the CME faculty member may refer.
4. Acknowledgment of Commercial Support: The KSOM OCME (Accredited Provider) will acknowledge commercial support, either direct or in-kind, from the Commercial Interest in program announcements, syllabi or other activity materials to ensure compliance with the *Standards*. The acknowledgment of commercial support may state the name, mission, and clinical involvement of the company or institution and may include corporate logos and slogans, but only if they are not product promotional in nature. The disclosure will not include the use of a trade name or a product-group message.
5. Appropriate Use of Commercial Support: The KSOM OCME (Accredited Provider) will make all decisions regarding the disposition and disbursement of the funds from the Commercial Interest. All commercial support related to this activity will be given with the full knowledge and approval of the KSOM OCME. No other payments shall be given to the activity director, planning committee members, teachers or authors, joint sponsor, or any others involved with the supported activity. The Accredited Provider will, upon request, furnish the commercial interest documentation detailing the receipt and expenditure of the commercial support.

6. Objectivity and Balance: The KSOM OCME (Accredited Provider) will make every effort to ensure that data regarding the company's products (or competing products) are objectively selected and presented, with favorable and unfavorable information and balanced discussion of prevailing information on the product(s) and/or alternative treatments. The KSOM OCME will ensure, to the extent possible, that the CME faculty makes meaningful disclosure of limitations on data, e.g., ongoing research, interim analyses or unsupported opinion. Generic names for products will be used predominantly in presentations and discussions.
7. Discussion of Unapproved Uses: The KSOM OCME (Accredited Provider) will require that CME faculty acknowledge their obligation to disclose to the audience when a product is not approved ("off-label") in the United States for the use under discussion.
8. Opportunities for Debate: The KSOM OCME (Accredited Provider) will ensure meaningful opportunities for questioning or scientific debate.
9. Independence of Provider in the Use of Contributed Funds:
 - a. all commercial support associated with this activity will be given with the full knowledge and approval of the KSOM OCME. Funds should be in the form of an educational grant made payable to **UNIVERSITY OF SOUTHERN CALIFORNIA - Tax ID# 95-1642394**
 - b. no other payment from the commercial company will be paid to the director of the activity, planning committee members, teachers or authors, joint sponsor, or any others involved with the supported activity.

Exhibits and Ancillary Promotional Activities: Promotion and education activities will be separate. Product promotion material or product specific advertisement of any type is prohibited in or during the CME activity. The juxtaposition of editorial and advertising material on the same products or subjects is not allowed. Live or printed promotional activities must be kept physically separate from the CME activity. Promotional material cannot be displayed or distributed in the educational space immediately before, during or after a CME activity. Commercial Interests may not engage in sales or promotional activities while in the space or place of the CME activity. Exhibits will be permitted in space authorized by the KSOM OCME for that purpose. The Commercial Interest may not be the agent providing the CME activity to the learners.

The Commercial Interest agrees to abide by all requirements of the updated ACCME Standards for Commercial Support to ensure independence in CME activities.

The Keck School of Medicine of USC, Office of Continuing Medical Education agrees to: 1) abide by the ACCME Standards for Commercial Support to ensure independence in CME activities; 2) acknowledge educational support from the commercial company in program brochures, syllabi, and other program materials; and 3) upon request, furnish the Commercial Interest documentation detailing the receipt and expenditure of the commercial support.

AGREED

Commercial Company Representative (print name) _____

Signature _____

Date _____

Office of CME Representative (print name): **Donna Bowker, Program Coordinator**

Signature _____

Date _____

Complete this form and mail or fax both pages to:

Donna Bowker, Program Coordinator
Keck School of Medicine of USC – Office of CME
1975 Zonal Avenue, KAM 309
Los Angeles, CA 90033-1039

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Fax 323-442-2152 or 888-665-8650
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