

Help for distance learning programmes

- Please carefully complete the following application and submit it to EBAC at least 3 months before the Distance Learning Programme is released.
- Your application will be reviewed by EBAC and you will receive a first decision with recommended changes to be made to your Distance Learning Programme.
- Once the requested changes have been performed, the EBAC evaluators will release their final decision on accreditation (with final number of credits granted) within 4 weeks after receipt of your modified CME programme.

Important advice

It may take some time to complete the application form. You can choose between two options:

- Download and print an empty form, complete it off-line, and come back to this website to fill it in on-line (Use the last option of the left menu to download the form).
- Complete the application form directly on-line. We advise you to save the form, from time to time (by clicking on the "save" button on the left menu). You can easily re-open it from your home page to continue to fill it in.

Saving the form will prevent you from losing all your entries in case of computer or Internet connection problems.

1 - General information

Type :  **Article/Text**

Title : **Article**

AF ID : **USERID-6AKHME0H**

Created on : **17 Mar 2005 14:19 CET**

Society / Institution : **Scientific or Academic Institution Name**

Provider ID : **USERID**

Status : **Draft**

Evaluation date :

2 - Contacts

Contact person responsible for this application :

* Title : Mr Ms

* First name: _____

* Last name: _____


* Job title: _____

* Address: _____

* City: _____

* Code: _____

Province / State: _____

* Country: 

* Telephone: _____

* Fax: _____

* **E-mail 1:** _____

E-mail 2: _____

*

Help :

Address same as the one of the contact person entered in your registration form ?
[Click here.](#)

Help :

Tel & Fax: Please do not use any symbols like "/"
 () - +" enter only numbers

VERY IMPORTANT :
This e-mail will be used everytime we contact you about this event.

Web site: _____

Course Director appointed by the scientific institution

(Person responsible for the scientific content of the programme, for CME articles/texts = Journal Editor)

* Title : Mr Ms

* Medical Doctor : Yes No

* First name: _____


* Last name: _____

* Job title: _____

* Academic appointment : Yes No

If yes, specify : _____


* Address: _____

 **Help :**
Address same as above ?
[Click here.](#)

* City: _____

* Code: _____

Province / State: _____

* Country: <Select from the list...> 

* Telephone: _____

 **Help :**
Tel & Fax: Please do not use any symbols like "/"
() - + " enter only numbers

* Fax: _____

* E-mail 1: _____

E-mail 2: _____

3 - The programme submitted for accreditation - Article/Text

* Title of the CME article/text: _____

* What is the title of the journal in which the article/text will be published? _____

* Who (institution) is the owner of the journal ? _____

* What will be the way of accessing the CME article/text/journal?

- Paper
- Online
- Other (please specify) : _____

* How will CME certificates be distributed to participants?

- Paper
- Online
- Other (please specify) : _____

* If CME Certificate are distributed online will you provide technical support to users of the electronic system distributing CME certificates?

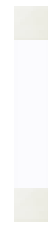
- Yes No

If yes, in what form? (manual, hotline number to call, online support, etc.)

4 - Educational objectives and target audience

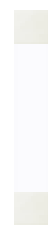
 [Glossary](#)

* Please describe the educational objectives/ expected learning outcomes of the programme:




* Please indicate how the educational needs for this programme were determined:


 [Glossary](#)



* Please indicate the target audience (click on one or more boxes):

- Trained Cardiologists**
- Cardiologists in training**
- Other physicians**
- Nurses and technicians**
- Non-physicians**
- Others (please specify) :** _____

 [Glossary](#) : Cardiologists in training

 [Glossary](#) : Trained cardiologists

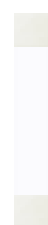
5 - Scientific content of the article/text

The CME article/text

* The Accreditation will concern:


- The entire article/text**
- A part of the content**

* If only a part of the content, please specify which part:



Sections/modules of the article/text

Please list the sections/modules of the CME article/text that you wish to accredit:

 [Help](#) : To add a module, fill in the fields and click on the "Add to list" button.

* Title:

* Comprehensive reading of the article/text will last:

* How many words does the article/text contain (approximately)?

Main author (mandatory)

* Title: Mr Ms Dr Prof

* First name:

Co-author (optional)

Title: Mr Ms Dr Prof

First name:

*

Last name: _____	Last name: _____
*Institutional affiliation: _____	Institutional affiliation: _____
*City: _____	City: _____
*Country: <Select from the list...> <input type="text"/>	Country: <Select from the list...> <input type="text"/>

Please add modules here.....

Please list the members of the Scientific Committee

[Glossary](#)

Note that they must complete and sign the "Disclosure Form"
 Please indicate the respective roles and specify the Director/Chairman of the Scientific Committee.

Title : Mr Ms Medical title : Prof. Dr No medical title

First and last name: _____

Role in the programme: _____

Institutional Affiliation : _____

City : _____

Country : <Select from the list...>

* Please add the committee members here.....

6 - Commercial support and disclosure of conflict of interest

Disclosure of conflict of interest

[Glossary](#)

Please note that any potential conflicts of interest must be disclosed by the authors of the CME article/text.
 You should use the "EBAC Disclosure Form" for this purpose.
Click here to see it.

EBAC requires also that providers of accredited CME programmes inform their audience about the disclosed/indicated conflicts of interest by placing relevant information at the end of the CME article/text.
 EBAC recommends using the "EBAC standard text on disclosure"

* Do you want to use EBAC standard text on disclosure ? Yes No

EBAC standard text on disclosure

***In compliance with EBAC/ EACCME guidelines, all speakers/ chairpersons/ course directors/ authors, participating in this programme have disclosed potential conflicts of interest that might cause a bias in the presentations.
 The Organizing Committee is responsible for ensuring that all potential conflicts of interest relevant to the programme are declared to the participants prior to the CME activities.***

If no, please type in the text of disclosure of conflicts of interest that will be placed at the end of the CME article/text.

Commercial support for the accredited article[Glossary](#)

* Will you use commercial support for the accredited programme ? Yes No

If **yes**, please indicate the type and the origin of this support (name of the company, type of service and form of support: grant, donation, etc.):

* Will there be any advertising/promotion included and placed at the end of the CME article/text?

[Glossary](#)

Yes No

If **yes**, what kind of advertising (please indicate the company and form of advertising):

Advertising/logo

Links to sponsors websites

Others (please specify) :

Other details (companies, etc.):

7 - Publisher of the journal which includes the CME article/text**a. The publisher**

* Name:

* Address:

* City:

* Code:

Province / State:

* Country:

* Telephone:

* Fax:

* E-mail 1:

E-mail 2:

* Web site:

[Help](#) :

Tel & Fax: Please do not use any symbols like "/"
() - + " enter only numbers

b. The contact person responsible for the online evaluation system / CME certification

* Title: Mr Ms Dr Prof

* First name:

* Last name:

* Telephone:

* Fax:

* E-mail 1:

E-mail 2:

 **Help :**

Tel & Fax: Please do not use any symbols like "/"
() - "+" enter only numbers

c. Publisher's profile

* Please describe briefly the publishing company, its main activities and technologies applied:

d. Publisher's journals

* Please describe briefly other journals published by the publisher:

e. Quality recognition

* Please indicate whether any of the publisher's journals or their articles/texts were recognized or accredited by medical or scientific accreditation boards or used in medical teaching institutions:

8 - Quality Assurance of the programme

Language:

* Will the content be presented in one or more languages (please specify)?

Evaluation of the accredited CME activity by the participants themselves

 [Glossary](#)

Please note that all programmes must be evaluated. Participants are automatically informed about evaluation results.

* How will the programme be evaluated?

- EBAC standard evaluation forms
- Other type of evaluation forms – please attach a copy !
- Other evaluation methods (please specify) :

Please attach your evaluation form below :

Click on the button below to select a file on your disk.

 **Help :**

- Once the form has been submitted, attached files can be seen at the bottom of the form.
- Click [here](#) to go to the end of the form to see previously attached files (if any).
- Please give an easy to understand name to the file.

Evaluation of the participants' knowledge:[Glossary](#)

- * EBAC requires that every CME course includes an evaluation section that will allow evaluation of knowledge acquired by participants during the programme.

Note that the evaluation method and content (MCQ for ex.) must be defined by the scientific course director (or by the author(s) for CME articles/texts).

Using MCQ – please attach a copy !

Using alternative methods (please specify) :

EBAC recommends the use of a Multiple Choices Questionnaire. The MCQ should contain a minimum of 3 questions par 30 minutes of educational activity.

Please attach your MCQ form below :

Click on the button below to select a file on your disk.

Help :

- Once the form has been submitted, attached files can be seen at the bottom of the form.

- Click [here](#) to go to the end of the form to see previously attached files (if any).

- Please give an easy to understand name to the file.

9 - The life cycle of the Distance Learning CME Programme

- * How long will the scientific content of the accredited CME article/text be valid (from the publishing date)?
Please note: EBAC accreditation is valid for 2 years only.

One year

Two years

Three years

Four years

More - Please justify:

- * Are you planning any update or new editions of the accredited CME article/text?

Yes **No**

If yes, please specify:

Please note that EBAC accreditation is valid only for the first edition / version of the article/text!

In order to benefit from the EBAC accreditation for further updates / editions, you must notify EBAC and provide information on the changes effected.

Please add any further information concerning your article/text which may help the EBAC evaluation process:

10 - CME Articles/Texts attachment

Please provide us with a copy of each CME article/text submitted for accreditation:

Please attach your articles/text below :

Click on the buttons below to select a file on your disk.

Help :

- Once the articles/texts has been submitted, attached files can be seen at the bottom of the form.

- Click [here](#) to go to the end of the form to see previously attached files (if any).

- Please give an easy to understand name to the file.

You can attach 3 files at once. If you want to send more files, save the form, then edit it and attach more files.

Note that your application form will not be submitted until we receive the articles/texts.

It is within the responsibility of the CME Provider to request prior authorisation from all persons whose personal data (name, address, ..etc) will be indicated to EBAC when completing the forms necessary for EBAC accreditation.

EBAC commits to treat all personal data as confidential according to the French Law on Data Processing and Civil Liberties 78-17 of January 6, 1978 and keep it for the use of EBAC staff and EBAC evaluators only.

You have the right to access, amend and oppose any use of this personal data by contacting EBAC at the below mentioned address or by e-mail to: contact@ebac-cme.org.

Unless otherwise informed, EBAC may send you information about its activities from time to time. Should you not wish to receive any information from EBAC, please inform us by e-mail at contact@ebac-cme.org."

EBAC, The European Heart House - Route des Colles - Les Templiers - BP 179 - 06903 Sophia Antipolis Cedex - France

I agree with EBAC Confidentiality Clause

I disagree with the EBAC Confidentiality Clause

Payments

Submission fee :

Application form not submitted.

Final payment :

Application form not yet evaluated.

Attached files

If you need to attach any other file to your application form, please click on the button below.

[Browse...](#)

Help :

- Here are the files that have been uploaded with the application form (if any).
- **Tip : If you want to read one of the files, right click on it and select "Open link in new window" from the pop-up menu.**
- If you want to remove a file, check the box in front of its name and save the form.

No attachment