**Important: This lay out is not mandatory, it is only an example of an event’s programme submitted for EBAC Accreditation, that contains all mandatory information and does comply with EBAC rules.**

**Mandatory information to include
to submit the programme for accreditation to EBAC**

**Mandatory information to be added
only after the programme received EBAC Accreditation**

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**“Event’s name”**

**Logo of the CME Provider**

organised by **“Scientific Institution Name”**

Course Director: **“Prof./ Dr. XXX”**

Date:

Venue (City/ Country):

"This programme is accredited by the European Board for Accreditation of Continuing Education for Health Professionals (EBAC) for "**xx**" hour(s) of external CME credit(s). Each participant should claim only those hours of credit that have actually been spent in the educational activity.

**EBAC Logo**

**Agenda**

09:00 – 10:00 **“Topic 1”**  **“Speaker Name”**

10:00 – 11:00 **“Topic 2”** **“Speaker Name”**

11:00 – 11:30 **Coffee Break**

11:30 – 12:30 **“Topic 3” “Speaker Name”**

12:30 – 13:30 **Lunch break**

13:30 – 14:30 **“Topic 4” “Speaker Name”**

14:30 – 15:30 **“Topic 5” “Speaker Name”**

15:30 – 16:00 **Coffee Break**

16:00 – 17:00 **“Topic 6” “Speaker Name”**

 “In compliance with EBAC guidelines, all speakers/ chairpersons participating in this programme have disclosed or indicated potential conflicts of interest which might cause a bias in the presentations. The Organizing Committee/Course Director is responsible for ensuring that all potential conflicts of interest relevant to the event are declared to the audience prior to the CME activities.”

**supported by an unrestricted grant from “sponsor name”** (if applicable)