



CME Focus Group Quarterly Study-All Ongoing Conferences

***Return to CME Office** by the 1st month of the New Quarter with **Participant Impact Study Forms. (i.e., the 1st Quarter Jan-Mar report study would be due in April) –questions email CMEOffice@marshall.edu**

Place an *X* by the Quarter being reviewed: ___ 1st (Jan-Mar) ___ 2nd (Apr-June) ___ 3rd (July-Sept) ___ 4th (Oct-Dec)

Event: _____

Date(s) of Event(s): _____

Chairperson: _____

Focus Group Members:

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____

Event Topics Reviewed:

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____

Proposed Changes:

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____

***Proposed Changes for Ongoing Events should be implemented within the next quarter.**

***Proposed Changes for Special Conferences should be implemented with the next event.**

***Reviews of Proposed Changes to be implemented should be made by the next quarter Focus Group Meeting.**

***Reviews for changes to Special Conferences should be made during the planning session for the next event.**

Reviewed by: _____ Date _____