



Office of Continuing Medical Education  
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## All Events & JOINT PROVIDERSHIP REQUEST QUESTIONNAIRE

**Joint Providership Policy** requires that MUSOM CME be involved in the planning of each phase of the proposed program. The following questions will be used as a planning tool for CME and the organization requesting CME credit: A formal application will be presented at the initial planning meeting.

1. How will you determine that a CME program is necessary? (supporting documentation)
2. Who is the intended audience?
3. What are the learning needs identified for the audience?
4. What is the overall goal of this program?
5. What are the learning objectives that will help the participants meet the program goal?
6. Upon completion of this program, participants will be able to do what?
7. What criteria were used to select the faculty?
8. What teaching methods will be used? (live lecture, round table, internet, av required)
9. What evaluation methods will be used? (audience satisfaction, pre, and post-tests, informal, online, etc.)
10. Do you plan on doing a follow-up study with participants regarding the short and long-term effectiveness of this event on clinical practice?