



CONTINUING MEDICAL EDUCATION POLICY AND PROCEDURE MANUAL

OFFICE OF CONTINUING MEDICAL EDUCATION	
NUMBER: 15.0	
SUBJECT: Case Presentation Standards	
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SUBJECT: Case Presentation Standards

Case Presentations are an integral component in clinical practice and continuing medical education, and directly provide theoretical and scientific bases of medicine. In order to meet the criteria for Category 1 credit the design must evidence the following criteria:

EDUCATIONAL PREPLANNING

1. Plan each session one to two weeks prior to the scheduled presentation.
2. Incorporate a theoretical/scientific framework for case discussions into each session.
3. One case, at a minimum, should reflect a comprehensive review with its scientific basis.
4. The “teaching” case may highlight a particular dilemma in diagnosis or treatment, or define a classic presentation for a specific clinical problem.

HANDOUT MATERIALS

1. A brief written summary of the case should be distributed to participants along with a statement of the learning objective.
2. A list of pertinent references for the highlighted case should also be presented to the participants.

PROMOTIONAL MATERIALS

1. Learning objectives may be global for the series of conferences, but one objective per presentation is to be developed and included in the promotional material.
2. A brochure or flyer with appropriate information per CME policy is to be adequately distributed for promotion.

All policies and procedures of EVMS-Office of CME are to be followed in the planning, implementation, evaluation, and follow up of the conferences.

*Application for Designation for Category 1 Credit with appropriate documentation is to be completed annually and presented to the CME Committee for approval.

Reference: “Case Presentation Seminars” 1997 Alliance for Continuing Medical Education Annual Meeting. January 28-February 2, 1997, New Orleans, LA