



KMA Performance-in-Practice Labels

A tool for preparing and demonstrating compliance through performance-in-practice

Instructions: This template is pre-formatted to print onto Avery Standard File Folder Labels #5266. Affix the performance-in-practice labels to information that verifies that each activity meets the KMA/ACCME's requirements. Submit the labeled evidence to the KMA as instructed.

The **activity topics/content** (e.g., as published in an agenda, brochure, program book, or announcement).

C2
The **professional practice gap(s)** of your learners on which the activity was based.

C2
The **need** (knowledge, competence or performance) underlying the professional practice gap(s).

C3
Activity was **designed to change** physician competence, performance, or patient outcomes.

C5
Educational format(s) are appropriate for the setting, objectives, and desired results of the activity.

C6
Activity was developed in the context of desirable physician attributes (e.g., IOM competencies, ACGME competencies).

C7
A list of all individuals in control of content of CME activity and specify their role (e.g., planner, faculty, reviewer).

C7
Relevant financial relationships that individuals in a position to control the content of CME disclosed to the provider. **(SCS 2.1)**

C7
Verification of the implementation of our mechanism(s) to identify and resolve conflicts of interest prior to the start of the activity. **(SCS 2.3)**

C7
Verification that disclosure of relevant (or no) financial relationships was made to learners prior to the beginning of the activity. **(SCS 6.1-6.2, 6.4-6.5)**

C7
THIS WAS A COMMERCIALLY SUPPORTED ACTIVITY - Disclosure of source of commercial support was made to learners prior to activity. **(SCS 6.3-6.5)**

C8
THIS WAS A COMMERCIALLY SUPPORTED ACTIVITY - List of all commercial supporters for the activity. **(SCS 3.4-3.6)**

C8
THIS WAS A COMMERCIALLY SUPPORTED ACTIVITY - Income and expense statement; including the receipt and expenditure of commercial support. **(SCS3.13)**

C8
THIS WAS A COMMERCIALLY SUPPORTED ACTIVITY - All executed written agreements. **(SCS 3.4-3.6)**

C11
The data or information generated from this activity about changes in learners' competence or performance or patient outcomes achieved.

ACCME Accreditation Statement Policy
The accreditation statement as produced in activity materials.

AMA Designation Statement
The designation statement as produced in activity materials.

If the activity for which you are labeling evidence is an Enduring Material, Journal, or Internet CME activity, you are required to submit the CME product in its entirety. See the Requirements for Assembling and Submitting Performance-in-Practice Review Materials in the Guide to the Process for ACCME Reaccreditation.