

## Brochure Guidelines

\_\_\_\_\_ Clear identification of provider. The name “Children’s Hospital of The King’s Daughters” and or the CHKD logo should appear prominently. The division/department name is secondary

\_\_\_\_\_ Statement of objectives

\_\_\_\_\_ Number of *AMA PRA Category I Credit(s)*™

\_\_\_\_\_ Indication of targeted physician audience

\_\_\_\_\_ Name and affiliation of faculty

\_\_\_\_\_ Planning committee members

\_\_\_\_\_ Activity schedule

\_\_\_\_\_ Fee information and, if appropriate, what fee is providing

\_\_\_\_\_ Commercial support statement

\_\_\_\_\_ ADA statement (*below*)

*If any participant of the (activity offered) given by Children’s Hospital of The King’s Daughters is in need of accommodation for a disability, please contact the CME office no less than fifteen (15) days prior to the day of the activity and we will make our best effort to provide service.*

\_\_\_\_\_ Correct accreditation and credit statements (*below*)

**Accreditation:**

Children’s Hospital of The King’s Daughters is accredited by the Medical Society of Virginia to provide continuing medical education for physicians.

**CME Credit:**

Children’s Hospital of The King’s Daughters designates this (insert learning format) educational activity for a maximum of (number of credits) *AMA PRA Category 1 Credit(s)*™. Physicians should only claim credit commensurate with the extent of their participation in the activity.

The learning format listed in the Credit Designation Statement must be one of the following AMA approved learning formats:

1. Live activity
2. Enduring material
3. Journal-based CME activity
4. Test-item writing activity
5. Manuscript review activity
6. PI CME activity
7. Internet point-of-care activity

Save the Date

If an activity has been certified for credit the following statement may appear:

This activity has been approved for AMA PRA Category 1 Credit™.