Phase 2

- Determine professional practice gap and resulting educational need and desires. AMA/PRA Category 1 Credit™

OCME is Contacted

- Meeting with Activity Director, OCME Staff, and Planning Committee to review/discuss policies, overall timeline and process, fees, and CME application.

Activity Director and Planning Committee complete CME application and required documents

- Conflict of Interest - Yes: Mechanism to manage perceived or actual conflict and document
- Conflict of Interest - No: To OCME

- If Incomplete: If Complete

Assign to OCME Staff

- Activity Director and Planning Committee complete CME application and required documents

- Conflict of Interest - Yes: Mechanism to manage perceived or actual conflict and document
- Conflict of Interest - No: To OCME

- If Incomplete: If Complete

Phase 2

- Sent to CME Committee member(s) for peer review: Provisionally Approve with Minor Revisions
  - Requires Major Revisions: Presented to CME Committee
  - Rejected: Requires Major Revisions
  - Rejected: Returned to Activity Director
  - Requires Major Revisions: Presented to CME Committee
  - Requires Major Revisions: Returned to Activity Director
  - Provisionally Approve with Minor Revisions: Returned to Activity Director
  - Provisionally Approve with Minor Revisions: Returned to Activity Director
  - Provisionally Approve with Minor Revisions: Present to CME Committee
  - Provisionally Approve with Minor Revisions: Assess to OCME
  - Provisionally Approve with Minor Revisions: Approve
  - Provisionally Approve with Minor Revisions: Conduct Activity
  - Provisionally Approve with Minor Revisions: Activity Completed

- Evaluation from Participants about Activity
- Evaluation from Peer Participant to OCME
- Evaluation from Activity Director about OCME

Wake Forest School of Medicine