

Policy on Support of Health Professions Education Programs

Supersedes: none

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Purpose

The purpose of this policy is to define the scope and types of support that are eligible to support educational activities and the rules that govern the potential support of educational activities.

I. Background

This policy incorporates the following former Queen's CPD Policies:

1. Conflict of Interest
2. Support from Commercial Sources
3. CPD Content

When developing accredited and certified programs, the Continuing Professional Development team is governed by and enforces compliance with the following policies, their appendices, addendums, or their successors:

- Queen's University Faculty of Health Sciences Policy on Conflict of Interest In Interactions With Industry
- National Policy of Support of Accredited CPD Activities
- Canadian Medical Association Guidelines for Physicians Interaction with Industry

II. Policies

Where the CPD team endorses and/or develops content, best practices will be employed as follows:

- i. Scientific Planning Committees must include:
 - a. a representative of the healthcare practitioner target audience(s)
 - b. a member of Queen's Faculty,
- ii. Scientific Planning Committees must not include any industry representation or delegates including as observers
 - a. Suggestions must be evidence-based and then vetted by the Scientific Planning Committees and cannot be a condition of funding
- iii. At least two needs assessment data sources that are used to guide content development including methods such as surveys, literature review, e-consult data, interviews, program evaluations, content expert statements and testimonials, and stakeholder feedback must be free of industry bias
- iv. Industry partners must have no direct role in the inception, development, implementation, or evaluation of educational programming
- v. Conflicts of speakers, program planning staff, and planning committee members must declare their conflicts to the committee and accept a committee-approved mitigation strategy
 - a. These conflicts are disclosed to the intended audience at the time of learning followed by the mitigation strategy
- vi. The Scientific Planning Committee must determine the learning objectives, review and approve the final content to ensure:
 - a. Content is unbiased and when necessary, any disclosures made for biases detailing the mitigation processes instituted by the planning committee
 - b. All potential conflicts of interest are disclosed
 - c. Content is scientifically sound and relevant for the target audience

Approved by Faculty Board Executive: April 6, 2017

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FACULTY OF HEALTH SCIENCES

PROFESSIONAL DEVELOPMENT
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