

Duke Surgery Continuing Medical Education Definitions: Activity and Gap Analysis *

I. Activity Type and Descriptions

Activity: An educational conference, workshop or event, that is based upon the educational needs defined by underlying practice gaps of the healthcare team and/or the individual members of the healthcare team. CME activities are based on valid content and must be independent of commercial interests. They are designed to change the skills/strategy or performance of the healthcare team, or patient outcomes as described in the organization's mission statement.

Live: A course only available at a certain time on a certain date in real-time. These courses can be in-person, virtual, or hybrid. (Examples are conferences, webcasts, and webinars.)

Enduring Content or Material: A printed, recorded or online course available when the learner chooses to complete it such as an online interactive educational module, recorded presentation, or podcast.

In-Person: A **LIVE** course that is only available at the physical location in which the course is delivered.

Virtual: A **LIVE** course that is only available via the internet (through a Zoom, or other conference links).

Hybrid: A **LIVE** course that is available at the physical location in which the course is delivered as well as via the internet (through a Zoom, or other conference links). Participants select the way in which they attend.

Directly Provided: An activity that is planned, implemented, and evaluated by the accredited CME provider. This definition includes co-provided activities (offered by two accredited providers) reported by the accredited provider that awards the credit.

Jointly Provided: An activity that is planned, implemented, and evaluated by an accredited provider and one or more non-accredited entities.

Course: A live activity where the learner participates in the learning such as annual meetings, conferences, and seminars. Courses can be in-person, virtual or hybrid in format.

Regularly Scheduled Series (RSS): A course planned as a series with multiple ongoing sessions, that may be offered weekly, monthly, quarterly such as grand rounds, tumor boards, and morbidity and mortality conferences.

Performance Improvement: Activities based on a learner's participation in a project established and/or guided by a provider in which a learner identifies an educational need through a measure of his/her performance in practice.

Journal CME: Activity that includes the reading of any article (or adapted formats for special needs).

Interprofessional Continuing Education (IPCE): When members from two or more professions learn with, from, and about each other to enable effective collaboration and improve health outcomes (ACCME, ACPE, ANCC 2015). *Joint accreditation criteria require that IPCE activities are planned by and for the healthcare team. Activities focused on multiple professions should have planning team members who reflect the professions and credit types being targeted by the activity.*

II. Gap Analysis

Practice Gap: Represents the difference between health care processes or outcomes observed in practice and those potentially achievable on the basis of current professional knowledge. The difference between the ACTUAL and the IDEAL. (Identification of the problem/ issue.)

Educational Need: The knowledge and training which will address the identified practice gap. (Education required to address the problem identified in the Practice Gap.)

**Adapted from the Stanford Center for Continuing Medical Education, CME Activity Planning Toolkit*