
UIC COLLEGE OF MEDICINE BROCHURE GUIDELINES

Please be sure that the following is included in any promotional material for your CME activity. **Your publicity may make no statements about CME credit before official certification occurs.**

1. **UIC Logo** - should appear on all flyers and brochures; available from the CME office.
2. **Purpose of Activity** - state briefly as it appears on the CME application.
3. **Intended Audience** - specify target medical disciplines and other health care professionals, if appropriate.
4. **Objectives** - list learning objectives as they appear on the application, ie., “Upon completion of this activity, participants should be able to..”
5. **Accreditation and Credit Designation Statements**

The following **exact** statements should appear on all **directly sponsored** activity materials and brochures:

The University of Illinois at Chicago (UIC) College of Medicine is accredited by the Accreditation Council for Continuing Medical Education to provide continuing medical education for physicians.

The University of Illinois at Chicago (UIC) College of Medicine designates this educational activity for a maximum of (number of credits) AMA PRA Category 1 Credit(s)TM. Physicians should only claim credit commensurate with the extent of their participation in the activity.

If another organization is jointly sponsoring the activity, this should be indicated on **the front of the brochure**. The University of Illinois is to be mentioned first as we are the ACCME-accredited sponsor. A joint sponsor is a **non-ACCME accredited** entity. (A **co-sponsor** is another **accredited** institution.)

Jointly sponsored by University of Illinois at Chicago (UIC) College of Medicine and (Name of non-accredited organization).

The following accreditation and credit designation statements should appear **inside** the brochure:

This activity has been planned and implemented in accordance with the Essential Areas and policies of the Accreditation Council for Continuing Medical Education (ACCME) through the joint sponsorship of the University of Illinois at Chicago (UIC) College of Medicine and (Name of non-accredited organization). The University of Illinois at Chicago (UIC) College of Medicine is accredited by the ACCME to provide continuing medical education for physicians.

The University of Illinois at Chicago (UIC) College of Medicine designates this educational activity for a maximum of (number of credits) AMA PRA Category 1 Credit(s)TM. Physicians should only claim credit commensurate with the extent of their participation in the activity.

6. **Acknowledgment** - Any pharmaceutical support should be acknowledged here.