

**Colorado Alliance for CME**  
**Policy Regarding Exhibits at CACME Educational Meetings**

The purpose of Colorado Alliance for Continuing Medical Education (CACME) is to strengthen the knowledge, skills and abilities of the continuing medical education professional.

The purpose of CACME educational meetings is to help facilitate the ongoing education of medical education providers. Sharing among CME professionals regarding their upcoming educational events is encouraged. This policy regarding exhibits does not apply to the informational or promotional literature about other CME events that CME professionals may bring to a CACME meeting or "display" at a CACME meeting at a designated group "display" table outside of the meeting room.

For the purposes of this policy, exhibits are defined as formal promotional displays by non-CME professionals or commercial organizations such as pharmaceutical companies, medical device companies, hospitality-oriented organizations, software companies or mailing list companies, for example. Such exhibits may include promotional literature and/or modest free gifts such as notepads and pens, etc.

All exhibits must be approved by the Executive Committee in conjunction with the meeting chairman and/or planning committee.

Although CACME educational meetings not certified for CME credit, the Executive Committee has determined that placement of exhibits will be established according to the ACCME Standards for Commercial Support and the following conditions:

- 1) CACME is pleased to accept unrestricted educational grants from organizations to support an educational meeting. Educational grants are considered separate from fees paid for exhibits.
- 2) Exhibit placement shall not be a condition of an educational grant provided for the meeting.
- 3) Terms and conditions of educational grants and/or exhibit fees will be documented by a signed agreement between a CACME designee (i.e., meeting chairman or CACME president) and the commercial supporter.
- 4) The CACME Executive Committee shall establish fees for exhibitors per each meeting.
- 5) Acknowledgement and disclosure of support (from grants or exhibit fees) from any commercial supporter will be provided in meeting announcements and made known to the participants.

- 6) No other funds or gifts shall be paid by the supporter or exhibitor to any Executive Committee member, meeting chairman, planning committee member, faculty or others involved in the meeting.
- 7) A schedule with the time and location of exhibits will be established by the Executive Committee or meeting chairman.
- 8) Promotional activities and/or exhibits will not be placed in the obligate path at any of the educational meeting room(s).
- 9) Exhibits or supporters/exhibitors shall not influence the planning or interfere with any educational activities.
- 10) Exhibit booths will be closed while CACME educational activities are in session.
- 11) Dissemination of supporter information or exhibitor information (participating exhibitors, exhibit schedule, etc.) to attendees can only be done by meeting organizers.
- 12) Promotional activities and/or exhibits will not be permitted inside the educational meeting room(s) immediately before, during or after the meeting.
- 13) Exhibitors may attend the educational meeting, but all promotion activities and/or discussion will only take place at the exhibit booth or outside the meeting room.
- 14) Should any exhibitor violate the terms of the agreement or this policy, the meeting chairman or Executive Committee may close the exhibit for the duration of the meeting.