

## FA021 Enduring Material Policy

**Policy Type:** Administrative/Operations  
**Responsible Administrator:** David Sakala,  
Director, Continuing Medical Education, Office of  
Faculty Affairs  
**Responsible Office:** Faculty Affairs

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**Training Required:** No  
**LCME Required:** No

**Approved by:**



Marc J. Kahn, MD, Dean

**Date:** June 17, 2024

### Definitions

**Enduring Material:** An activity that endures over a specified time and does not have a specific time or location designated for participation; rather, the participant determines whether and when to complete the activity. Examples: online interactive educational module, recorded presentation, podcast.

### Statement of Purpose

The purpose of this policy is to establish guidelines for enduring material in accredited continuing education provided by the Kirk Kerkorian School of Medicine at UNLV ("SOM") and to ensure that enduring material activities meet the requirements of the Accreditation Council for Continuing Medical Education ("ACCME") and the University of Nevada, Las Vegas ("UNLV").

### Entities Affected by This Policy

All SOM individuals affected are required to understand and comply with this policy. A record of this policy will be kept accessible to all individuals affected and made available upon request.

### Required Acknowledgement

All entities affected are required to acknowledge they have read and understand this policy.

### Policy

The SOM shall review each enduring material activity at least once every three years or more frequently if indicated by new scientific developments. Enduring materials may not be offered as an accredited activity for more than three years without a review to ensure activity content is up-to-date and accurate.

All enduring material activities must inform learners of the activity review date, original release date, and termination date. In addition, enduring materials must provide the following information to learners:

- Activity title

- Activity purpose
- Number of Continuing Medical Education (“CME”) credits
- ACCME accreditation & American Medical Association (“AMA”) credit designation statements
- Target audience
- Learning objectives
- Estimated duration of activity
- Activity agenda/topics
- Faculty/Speaker credentials
- Financial disclosure of all individuals in the control of educational content and/or presentation and evaluation of educational content

Internet-based enduring material activities must also include the following:

- Information to learners about data privacy and confidentiality.
- Copyright information on the owner(s) and permission(s) for the enduring material activity.
- Contact information for technical support.
- Contact information for questions about the enduring material activity.
- Instructions on how to complete the post-activity assessment.
- Instructions on how to confirm participation and/or claim CME credit(s).

Learners must receive information on financial disclosures for all individuals involved in the control of educational content and/or presentation and evaluation of educational content prior to the start of the enduring material.

## Related Documents

[Content Validity of Enduring Materials | ACCME](#)

[AMA PRA Credit System requirements | American Medical Association \(ama-assn.org\)](#)

## Contacts

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