



Duke Continuing Education

DUKE CONTINUING EDUCATION PLANNING MONTHLY SERIES 2024

Maintenance of Certification (MOC)



Attendance

**Text ZAHCEQ to 919.213.8033
& send (active for 24h only)**

- Learner Expectations to Assure Attendance is Documented:
 - Duke CE Profile must be activated & confirmed with your mobile number to use Text Attendance SMS

Participants **MUST** have an active OneLink & Duke CE Ethos Account **PRIOR** to the activity to attend & claim education credits.

Verify your account has accurate email and phone number to assure you receive credit.

Register OneLink Account (Non-Duke Learners)

1. Go to [Duke Continuing Education](https://ja.dh.duke.edu/) (<https://ja.dh.duke.edu/>)
2. Click **Log In** in the upper right-hand corner
3. Click OneLink help
4. Click **Register**
Verify Email:
5. Go to the **email account** you used to create your OneLink account
6. Open email from Duke OneLink & Click the link in the email to continue
7. Create *username, password, security question*
8. Confirm account & click **Register with this account**

Activate OneLink Account & CE Profile (All Learners)

1. Go to [Duke Continuing Education](https://ja.dh.duke.edu/) (<https://ja.dh.duke.edu/>)
2. Click **Log In** in the upper right-hand corner
3. Click **Log In with OneLink** & use the username & password you created
4. Click **My Account** in the upper right-hand corner
5. Click **Edit** & complete all 3 Tabs: *Account, Profile, & Mobile* 6. Enter your **date of birth**
6. Click **Save** at the bottom of the page
**If you do not have a BOARD NAME or DIPLOMATE NUMBER, please skip*

Enter/Confirm Mobile Number

1. Go to [Duke Continuing Education](https://ja.dh.duke.edu/) (<https://ja.dh.duke.edu/>)
2. Click **My Account**
3. Click **Edit**
4. Click **Mobile** tab
5. Enter/verify your mobile number in the box under **Phone Number**. Do not include spaces or special characters
6. Click **Confirm Number**
7. You will receive a 4-digit confirmation code via text. Enter that code in the box under **Confirmation Code**
8. Click **Confirm Number**



Duke Continuing Education Credit Planning Monthly Series

This series will provide education planners knowledge & skills to coordinate high-quality credited education offerings. The series will include accreditation requirements as well as topics & techniques to maximize education offerings.

In support of improving patient care, the Duke University Health System Department of Clinical Education and Professional Development is accredited by the American Nurses Credentialing Center (ANCC), the Accreditation Council for Pharmacy Education (ACPE), and the Accreditation Council for Continuing Medical Education (ACCME), to provide continuing education for the health care team.

Duke Health Clinical Education and Professional Development is accredited by the International Association for Continuing Education and Training (IACET), and is authorized to issue IACET CEU, and authorized by IACET to offer 0.1 CEUs for this program.

Obtaining Credit:

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Activate OneLink Account & CE Profile (All Learners)

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6. Click **Save** at the bottom of the page
**If you do not have a BOARD NAME or DIPLOMATE NUMBER, please skip*

Enter/Confirm Mobile Number

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2. Click **My Account**
3. Click **Edit**
4. Click **Mobile** tab
5. Enter/verify your mobile number in the box under **Phone Number**. Do not include spaces or special characters
6. Click **Confirm Number**
7. You will receive a 4-digit confirmation code via text. Enter that code in the box under **Confirmation Code**
8. Click **Confirm Number**



Mission Statement

The Mission of The Continuing Education Department is to act as consultants in the Development, Propagation, and Implementation of Educational Programming for the Duke University Health System and its esteemed affiliates. We ensure that all Education is rooted in evidence-based practice, Health System Data, and equitably benefits/impacts all members of the Health Care Team.



ACCME Standards

- 1 Ensure Content is Valid
- 2 Prevent Commercial Bias & Marketing in Accredited Continuing Education
- 3 Identify, Mitigate, & Disclose Relevant Financial Relationships
- 4 Manage Commercial Support Appropriately
- 5 Manage Ancillary Activities Offered in Conjunction with Accredited Continuing Education



Approval Expectations

Maintaining Standards & Expectations

[ACCME Standards](#)

- | | |
|---|---|
| Content Validation and Review/Educational Materials | <ul style="list-style-type: none">• Recommendations must be based on evidence• HIPPA & copyright compliant |
| Safeguards against Commercial Bias | <ul style="list-style-type: none">• Content, activities & materials must not be promoted by a commercial interest• Financial relationships of the planning committee & presenters will be disclosed to learners prior to the activity• Planning committee & presenters must complete a disclosure prior to the activity and ineligible relationships 'resolved' prior to the activity• Vendor Policies –Duke and ACCME |
| Grants & Funding/Commercial Support | <ul style="list-style-type: none">• Must be reviewed by this office |
| Promotional Support | <ul style="list-style-type: none">• <u>Advertising Requirements for CE Activities</u>• Promotional support must be shared with this office |
| Measurements of Effectiveness | <ul style="list-style-type: none">• Participants must receive an evaluation |


OBJECTIVES

- Discuss what is MOC
- Discuss the types of MOC credit do we offer
- Determine the criteria needed to apply
- Provide information with receiving approval for MOC credit
- Review frequently asked questions



MOC Checklist

- [Resources in ETHOS:](#)
- <https://ja.dh.duke.edu/https%3A//ja.dh.duke.edu/content/moc>

 **MOC Activity**

MOC (Maintenance of Certification): MOC Points: are equal to CME points
*Please refer to the Course Admin Resources found under the Help Center on the [Duke CE Website](#) to find instructional materials and other required documents.

MOC Documentation requirements

Peer Review Document:

- Must be submitted with application
- Must be completed by a **physician certified in that specialty** that is **NOT** part of the planning committee and is **NOT** associated with the course.
- **RSS/Grand Rounds: One Peer Review Form (for each specialty) may be submitted for the entire RSS/Grand Rounds Series (including all dates for the series).**
- **If multiple MOCs requested:** a separate Peer Review Form is required for each, completed by MDs certified in each respective specialty, again not part of the planning committee and not associated with the course

Onsite Moderators Report: must be returned within 30 days of session or course completion

- Must be completed during the actual event/course by someone attending the course (course associate, physician, planning committee member).
- This document should reflect feedback suggestions the physician offered or will offer to attendees as follow-up communication & **must** be in response to the attendee participation threshold (active engagement, test scores, reflective statements, simulations, case studies, etc.).
- If multiple MOCs are requested: We will need one report for each specialty.

MOC Documentation Form: must be returned within 30 days of session or course completion

- Document must be completed by a physician in attendance (may be member of planning team) to attest to lessons learned & learner's actions to implement in practice.
- This form represents the documented mechanism by which you can "prove" learning has occurred.

Attendance Roster: must be returned within 30 days of session or course completion
A spreadsheet with all attendees requesting MOC credits containing columns with following information:

- Last Name
- First Name
- Birthdate
- Diplomat #

MOC programs supported by ACCME

We only process programs supported by ACCME:

- American Board of Anesthesiology (ABA)
- American Board of Internal Medicine (ABIM)
- American Board of Orthopaedic Surgery (ABOS)
- American Board of Otolaryngology-Head and Neck Surgery (ABOHNS)
- American Board of Pathology (ABPath)
- American Board of Pediatrics (ABP)
- American Board of Surgery (ABS)
- American Board of Thoracic Surgery (ABTS)

Additional Requirements

- **Remind participants** -When they register for the course, they need to check the Profile Section of their Ethos Account to ensure their Birthdate and Diplomat # are correct in order to receive MOC credit.





What is Maintenance of Certification?

To remain certified in their specialty, physicians must meet continuing education requirements that are set by the certifying boards.

Physicians can earn credit toward meeting these requirements by participating in accredited CME activities that count for MOC.



Maintenance of Certification (MOC)

Who uses or claims MOC credit?

Maintenance of Certification is for Physicians only

Who Regulates MOC standards?

ACCME



Types of MOC credit we offer

We only process programs supported by ACCME:

- American Board of Anesthesiology (ABA)
- American Board of Internal Medicine (ABIM)
- American Board of Orthopaedic Surgery (ABOS)
- American Board of Otolaryngology-Head and Neck Surgery (ABOHNS)
- American Board of Pathology (ABPath)
- American Board of Pediatrics (ABP)
- American Board of Surgery (ABS)
- American Board of Thoracic Surgery (ABTS)



Documentation Requirements

Peer Review Form

To be submitted with application

Form must be completed by a **physician certified in that specialty** that is NOT part of the planning committee and is NOT associated with the course.

For RSS / Grand Rounds: One Peer Review Form (for each specialty) may be submitted for the entire Series (including all dates for the series)

If multiple MOCs requested: a separate Peer Review Form is required for each, completed by MDs certified in each respective specialty, again not part of the planning committee and not associated with the course

Peer Review form for Maintenance of Certification Points

Event Name: [Click or tap here to enter text.](#)

Event Date: [Click or tap to enter a date.](#)

Reviewed by: [Click or tap here to enter text.](#)

The CME event is eligible for MOC credits through

- American Board of Internal Medicine (ABIM)
- American Board of Anesthesiology
- American Board of Otolaryngology – Head and Neck Surgery
- American Board of Pathology
- American Board of Pediatrics
- American Board of Surgery

The topics, content, speakers for this MOC eligible event are:

	Yes	No	Comments/Description "no" responses/ Questions where changes are required
Relevant to physician certified by the specialty board(s) identified above.	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Fair and accurate.	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Free of commercial bias.*	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.

*Commercial bias is defined as information presented in a manner that attempts to sway participants' opinions in favor of a particular product for the express purpose of furthering a commercial entity's business. A commercial interest is defined as any entity producing, marketing, re-selling, or distributing health care goods or services consumed by, or used on, patients.

Overall Finding

- No change needed; proceed with providing Maintenance of Certification points.
- Modification is required as indicated above.
- This event is not appropriate for MOC points.

Reviewed by:	Date:
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Signature



What must be completed during the sessions:

Onsite Monitor Report

This must be returned within 30 days of each session or the course completion

To be completed during the actual event/course by someone attending the session or course. (course associate, physician, member of the course planning committee)

Document should reflect feedback suggestions the physician offered or will offer to attendees as follow-up communication and must be in response to the attendee participation threshold (active engagement, test scores, reflective statements, simulations, case studies, etc.)

If multiple MOCs are requested:

We will need one document for each specialty.

Program Name
ON-SITE MONITOR'S REPORT

Was the content scientifically sound? Yes No
Based on your observations, was the content free of bias? Yes No
If no, please explain:
|

Please assist us in documenting active learning strategies incorporated in this activity, and how the faculty assisted learners in assessing their learning by answering the following questions.

Did the faculty engage the participants with active learning strategies? Yes No

Which of the following active learning strategies were used (check all that apply)?

<input type="checkbox"/> Interprofessional panel/Q&A	<input type="checkbox"/> Faculty/audience discussion
<input type="checkbox"/> Audience response questions	<input type="checkbox"/> Self-reflection questions
<input type="checkbox"/> Cases	<input type="checkbox"/> None
<input type="checkbox"/> Other, please specify: _____	

Did the faculty provide feedback to learners as part of the active learning strategies used? (If yes, please briefly summarize how feedback was provided.) Yes No

IMPORTANT: To meet MOC requirements, please provide feedback that was offered to participants in response to their participation threshold (active engagement, test scores, reflective statements, simulations, etc.). Feedback should include suggestions participants may consider making in their practice or with their healthcare team because of what they learned in this session. At least one of the suggestions should be team-focused. Please write in complete sentences and use the back of this sheet if necessary.

1)
2)
3)
4)

Other Comments or Concerns about the session:

Print Name: _____ Signature: _____



What must be completed during the sessions:

MOC Documentation

This must be returned within 30 days of each session or the course completion

Document must be completed by a physician in attendance (course director or presenter) to attest to lessons learned and learner's actions to implement in practice.

Form must be completed by a **physician and can be a part** of the planning committee and associated with the course.

This form represents the documented mechanism by which you can “prove” learning has occurred.

Title of Program – MOC documentation

Faculty: _____

I attest that the learners in my program reflected on the actions they will take in their practice based on what they learned at **Title of Program**, and participated in our group discussion about these actions. I further attest that I provided feedback and (where appropriate) additional possible changes that they may consider making.

Yes _____

Please share what you would consider are representative examples of the types of actions that you heard learners say they intended to take upon returning to practice.

1)

2)

3)

4)

5)

Thank you for helping us meet the MOC requirement for evaluating this MOC activity and how feedback was provided to learners.

Print Name: _____

Signature: _____



What must be turned in after each session?

1) Onsite Monitor Report

2) MOC Documentation

3) Attendance Roster: Communication to participants:

When they register for the course, they need to check the Profile Section of their Ethos Account to ensure their Birthdate and Diplomat # are correct in order to receive MOC credit.

Attendance Roster: A spreadsheet with all attendees requesting MOC credits must be provided after each session. The spreadsheet must contain columns for:


- Last Name
- First Name
- Birthdate Month and Day
- Diplomat #

LAST NAME	FIRST NAME	DOB (MMDD)	DIPLOMATE #



Maintaining MOC for Regularly Scheduled Series

- If your course includes MOC, have your learners make sure their CE Ethos profiles are complete and updated to include their diplomate and birthdates
- Without this information, MOC credits will not transfer over to their boards correctly
- RSS/Grand Rounds: One Peer Review Form (for each specialty) may be submitted for the entire RSS/Grand Rounds (including all dates for the series)
- 1) Onsite Moderators Report, 2) MOC Documentation Form and 3) Attendance Roster: must be completed & submitted for each weekly session within 30 days

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MOC profile example

PROFILE FOR PATRICIA BAILEY

VIEW	EDIT	ASSIGN CREDITS	BOOKMARKS	COURSE CREDIT LOG	DELETED CREDIT	MY
REVISIONS	COMMITMENTS	COUPONS	REPORTED CREDIT			
Account	Profile	Mobile				

DUKE UNIQUE ID

0415770

Do NOT share my contact information with companies/vendors

MARKETING CAMPAIGN

SPECIALTY BOARD

Select each appropriate board and supply your diplomate number for each board.

Board name *

- Select a value -

+ Diplomat number *

REMOVE

ADD ANOTHER

DATE OF BIRTH *

Date of birth is required for awarding credit to boards.

DATE *

E.g., 08/02/2024

02/23/2024

**Remember to
SAVE any
changes made!**

SAVE



Marketing materials

Please include the CME MOC logo and appropriate statement on marketing materials with designated number of MOC credits, in addition to other CME advertising requirements.



Example: Successful completion of this CME activity, which includes participation in the evaluation component, enables the participant to earn up to **1.5 ABIM** MOC points in the **American Board of Internal Medicine** Maintenance of Certification (MOC) program.



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Questions/Comments

