



SSH

Society for Simulation in Healthcare

Education Policy

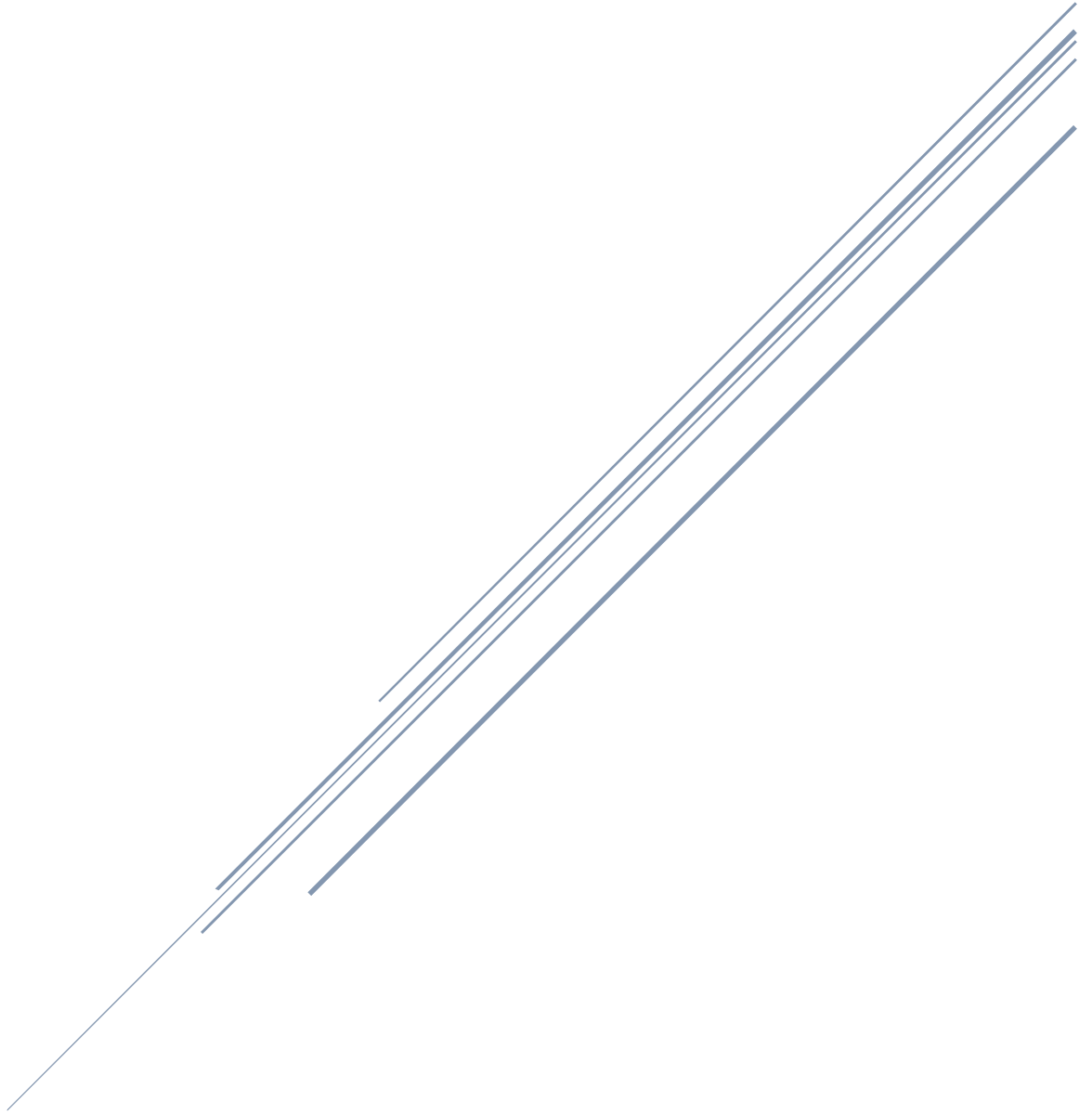



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1. Summary of Purpose

- 1.1. Provide a clearly defined policy regarding the disclosure of relevant financial relationships for individuals in control of SSH Educational and Scientific Content.

2. Scope

- 2.1. Individuals required to disclose relevant financial relationships include:

- 2.1.1. Primary and Contributing Authors
- 2.1.2. Course Faculty
- 2.1.3. Course Directors
- 2.1.4. Educational Content Reviewers
- 2.1.5. Scientific Content Reviewers
- 2.1.6. Educational Content Chairs
- 2.1.7. Scientific Content Committee Members
- 2.1.8. Education Committee Members
- 2.1.9. Research Committee Members
- 2.1.10. Educational Activity Planning Committee Members
- 2.1.11. Meetings Oversight Commission Members
- 2.1.12. SSH Staff

- 2.2. Meetings Oversight Commission and Education Committee are responsible for oversight of this policy.

- 2.3. The Board of Directors is responsible for providing approval of this policy.


3. Definitions

3.1. Commercial Interest.

A commercial interest is defined as any entity producing, marketing, re-selling, or distributing healthcare and/or simulation-related goods or services. Providers of clinical service directly to patients are not considered commercial interests.

3.2 Financial Relationships.

Financial relationships are those relationships in which the individual benefits by receiving a salary, royalty, intellectual property rights, consulting fee, honoraria, ownership interest (e.g., stocks, stock options or other ownership interest, excluding diversified mutual funds), or other financial benefit. Financial benefits are usually associated with roles such as employment, management position, independent contractor (including contracted research), consulting, speaking and teaching, membership or

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advisory committees or review panels, board membership, and other activities from which remuneration is received, or expected. Relationships of the individual's spouse or partner are to be included as those of the individual.

3.3 Relevant Financial Relationships

Financial relationships with commercial interests are relevant if they have occurred in the 12-month period preceding the time the individual is involved in controlling SSH educational and/or scientific content. There is no minimal dollar amount considered for relationships to be considered relevant. Inherent in any amount is the incentive to maintain or increase the value of the relationship.

3.4 Conflict of Interest

Circumstances create a conflict of interest when an individual has an opportunity to affect SSH educational or scientific content about products or services of a commercial interest with which he/she has a relevant financial relationship.

4. Policy Details

4.1. All individuals in a position to control content of SSH educational or scientific activities must disclose the name of commercial interests with which the individual and his/her spouse or partner has had a relevant financial relationship within the past 12 months.


4.2. Non-Promotion of Relevant Financial Relationships during SSH Presentations

4.2.1. Provision of Presentation Materials in Advance

4.2.1.1. Presenters with relevant financial relationships to the content being delivered will be required to provide all presentation materials to the SSH Education Committee Review Team prior to presentation.

4.2.2. Required Verbal Disclosure of Relevant Financial Relationships

4.2.2.1. At the beginning of an SSH presentation, presenters must verbally disclose all relevant financial relationships, and also list those relationships on electronic presentation materials used during the presentation. Cooperation with this requirement is essential. Presenters will be evaluated on whether or not disclosure was made.

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4.2.2.2. If financial relationships exist that are not related to the topic being presented, these relationships do NOT need to be disclosed.

4.2.2.3. If relevant financial relationships exist, in addition to verbal disclosure at the beginning of the presentation, presenters must discuss how the content has been adjusted to avoid the introduction of commercial bias during the presentation. For example, presenters may state that:

- “I am covering topics other than those represented by my relationship with (Name of commercial entity).”
- “I will not be presenting this content in a promotional manner.”
- “I will not endorse (name of commercial entity) during this presentation.”
- “Another faculty member is covering content related to this commercial entity.”
- “There will be no case studies or activities presented that in any way represent past, current or prospective clients of (name of commercial entity).”
- Any recommendations made during this presentation are evidence-based, or consistent with current consensus-based simulation practice.”


4.2.3. Presentations delivered by individuals with relevant financial relationships will be monitored by a member of the SSH Education Committee Content Advisory Team.

4.2.4. Promotional Activity Restriction & Non-endorsement of Commercial Entities

4.2.4.1. Endorsement of commercial entities, products, goods and services is not permitted in learning sessions that award contact hours. This will be strictly enforced.

4.2.4.2. In addition, presenters using equipment or materials for instruction during presentation of accredited content must refrain from endorsement of commercial products or companies during the presentation.

4.2.5. Use of Institutional and SSH Logos

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4.2.5.1. It is acceptable to display have institutional/commercial entity logos on electronic presentation materials in a non-promotional manner along with the corresponding SSH logo. Presenters are encouraged to also use the corresponding SSH event presentation template in electronic presentations.

5. Procedures for Ensuring Compliance


5.1. Individuals who fail to disclose will be not be included in the development, review or presentation of content for SSH-sponsored educational activities. When a disclosed financial relationship is deemed relevant, the individual will be advised to resolve the conflict in a manner sufficient to prevent bias. When a relevant financial relationship poses too great a risk for bias, or the individual involved refuses to implement conflict resolution strategies, the individual will not be included the development, review or presentation of relevant content.

6. Appendices / Attachments /


6.1. Accreditation Council for Continuing Medical Education (ACCME) Standards for Commercial Support. These standards are also used by the American Nurses Credentialing Center (ANCC).

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1. Summary of Purpose
 - 1.1. All presenters providing content for events sponsored by the Society for Simulation in Healthcare (SSH) must agree to the stipulations stated in this policy.
2. Scope
 - 2.1. All presenters providing content for SSH-sponsored events
 - 2.2. Meetings Oversight Commission and Education Committee are responsible for oversight of this policy.
 - 2.3. The Board of Directors is responsible for providing approval of this policy.
3. Definitions
 - 3.1. None
4. Policy Details
 - 4.1. Presenters involved in the development and delivery of content for SSH-sponsored events may not receive direct payment from a commercial entity for honorarium, travel or other expenses in conjunction with their involvement in the event.
 - 4.2. Individuals eligible to receive honoraria for participation in SSH-sponsored events, paid directly by SSH, are as follows:
 - 4.2.1. Preconference and Immersive Presenters as follows: \$500/credit hour, to be divided at the Course Director's discretion among course presenters.
 - 4.2.2. Plenary/Keynote Speakers – to be negotiated with each speaker.
 - 4.3. Individuals eligible to receive a discounted/complimentary tuition benefit for SSH-sponsored events:
 - 4.3.1. Planning Committee Co-Chairs – complimentary registration for all preconference and general sessions.
 - 4.3.2. Planning Committee Content Chairs – discounted registration fee for general session registration.
 - 4.3.3. Plenary/Keynote Speakers – complimentary registration for all preconference and general sessions.
 - 4.4. Individuals Eligible to Receive Reimbursement of Expenses to Attend SSH-sponsored events:
 - 4.4.1. Planning Committee Co-Chairs

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- 4.4.2. Plenary/Keynote Speakers
- 4.5. All presenters must register for the actual days of attendance at the event.
- 4.6. Content submitted to SSH-sponsored events must be original and free from commercial bias. In addition, content must not contain libelous or unlawful statements, it may not infringe on the personal or proprietary right of others, and may not contain fraudulent, plagiarized, or incorrectly attributed material.
- 4.7. If excerpts (e.g. assessments, figures, tables, illustrations, or audio/video files) from copyrighted works are included, presenters must secure the necessary written release(s) from the original author prior to presentation. The original publication must be acknowledged during the presentation.
- 4.8. Written releases must be obtained from patients whose names or likenesses are included in submitted content. Should SSH request copies of such these releases, they must be provided to the Office of Continuing Education within two weeks.
- 4.9. Presenters involved in the development and delivery of educational content for the Society for Simulation in Healthcare (SSH) may not receive direct payment from a commercial entity for honorarium, travel or other expenses in conjunction with their involvement in an SSH-sponsored educational activity.
- 4.10. SSH presenters must complete a short biosketch and submit a recent curriculum vitae. Submitted content will NOT be peer-reviewed until these requirements have been completed.
- 4.11. When referring to a product, equipment or supplies, presenters are asked to refrain from using company or trade names.
 - 4.11.1. Example: "high-fidelity manikin" should be used instead of a particular company/model name.
- 4.12. A copy of all presentation files must be made available by the presenters for archive by SSH.
- 4.13. Absolutely no printing of presentation materials will be done onsite by the Society. A Business Center may be available for this purpose. All onsite printing charges are at the expense of the presenter
- 4.14. Room and AV sets are pre-determined. Presenters must design the course to utilize the specific set and equipment available for each particular course delivery type (i.e. Expert Panel, Workshop, etc). Room sets are outlined within the descriptions for each course delivery format.

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4.15. There will be no substitutions or additions to the presenters for a session without prior approval by the SSH Office of Continuing Education.

4.16. Each individual presenting at SSH-sponsored events consents to be audio and video recorded, and further consents that SSH-selected segments of those recordings may be used by the Society for promotional purposes. This does not imply a transfer of any intellectual property utilized or owned by the presenter in conducting of the activity.

4.17. Content submitted to Society-sponsored events will become the property of the Society only in the delivery format in which was submitted. Content will not be altered for presentation into another delivery format without permission from the course director or primary author.

4.18. Presented content, including the ideas and intellectual property contained therein, will not be altered or distributed by the Society without consent of the primary author or course director.


4.19. The Society will not edit or alter submitted content without written consent of the primary author or course director.

4.20. When content is accepted for presentation at an SSH-sponsored event, every effort will be made to resolve scheduling conflicts, however, it is cannot be guaranteed that all conflicts will be resolved.

4.21. Enrollment in Preconference and Immersive Courses requires an additional participant registration fee to cover course expenses. In the event enrollment in one of these courses is too low to enable the course to break even financially, SSH reserves the right to cancel the course. SSH is not be liable for faculty travel expenses and /or change fees incurred as a result of the cancellation.

5. Procedures for Ensuring Compliance

5.1. The Education Committee and Director of Continuing Education will ensure compliance.

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6. Appendices / Attachments

6.1. None