Policies for Joint Providership of Symposia

Objective:
To provide guidance for the relationship between and responsibilities of both The Aesthetic Society and any party with whom The Aesthetic Society elects to participate in the presentation of an educational symposium.

Guiding Principle:
The Aesthetic Society’s primary concern is the safety of the patient. Therefore, The Aesthetic Society does not approve out-of-scope practice education. Organizers are required to control access or content such that out-of-scope practice education is minimized.

The Aesthetic Society will engage in a joint providership relationship with those who share a similar mission and are interested in offering continuing education opportunities in an effort to fulfill The Aesthetic Society Mission:

CME Mission Statement
The American Society for Aesthetic Plastic Surgery (The Aesthetic Society) aims to advance the art, science and evidence-based practice of aesthetic surgery and cosmetic medicine by providing comprehensive educational opportunities to physicians and other healthcare professionals in aesthetics that will improve competence and performance in optimizing outcomes, reducing complications, and ensuring patient safety.

Joint Providership:
Joint providership occurs when the Aesthetic Society, under the authority granted it through the ACCME, assigns AMA PRA Category 1 credits™ to a non-accredited body’s organization’s symposium. This relationship may be requested by other plastic surgery organizations, individual Aesthetic Society members, groups of Aesthetic Society members, institutions or groups that have common goals with the Aesthetic Society. The Aesthetic Society shall provide AMA PRA Category 1 credits™ for jointly provided symposia which are in compliance with the ACCME criteria, Standards for Integrity and Independence in Accredited Continuing Education and policies.

All promotional materials must contain The Aesthetic Society logo and the following Accreditation/Designation Statement as well as Disclosure Policy Statement:

This activity has been planned and implemented in accordance with the accreditation requirements and policies of the Accreditation Council for Continuing Medical Education (ACCME) through the joint providership of The American Society for Aesthetic Plastic Surgery (The Aesthetic Society) and (name of nonaccredited provider). The American Society for Aesthetic Plastic Surgery (The Aesthetic Society) is accredited by the ACCME to provide continuing medical education for physicians.

The American Society for Aesthetic Plastic Surgery (The Aesthetic Society) designates this live activity for a maximum of # AMA PRA Category 1 Credits™. Physicians should claim only credit commensurate with the extent of their participation in the activity.

Credits are subject to program changes.

Of the [number of credits] credits, [number of patient safety CME] have been identified as programming dedicated to patient safety related topics and will satisfy Patient Safety CME requirements.
Role of The Aesthetic Society's Education Commission and its CME & Symposium Committees:
The Aesthetic Society’s mission and purposes include the authority to develop relationships with other organizations, corporations, or individuals to jointly provide educational programs on plastic surgery. The Education Commission, through its CME and Symposium Committees, is responsible for the educational value, quality and effectiveness of potential symposia for which it is prepared to offer AMA PRA Category 1 Credits™ and the CME Committee must ensure that the Standards for Integrity and Independence in Accredited Continuing Education set forth by the ACCME are achieved.

Symposium Selection Process
A specific symposium proposal may be initiated by any member of The Aesthetic Society, the Symposium Committee, or any other organization. Proposals and recommendations for subject matter and symposium chairs shall then be developed by the appropriate planning entity. The Aesthetic Society policy requires a plastic surgeon to chair or co-chair any proposed symposium.

The Aesthetic Society shall consider the following criteria with regard to symposia marketing:

Surgical: it should be marketed only to plastic surgeons.
Facial Surgery: it should be marketed to plastic surgeons, AAFPRS members, and ENTs.
Non-surgical: it should be marketed only to core specialties; plastic surgeons, dermatologic surgeons, ENTs, facial plastic surgeons, and oculoplastic surgeons.
Hybrid, combining surgical and non-surgical topics: it should be marketed only to plastic surgeons.

Scheduling
With the assistance of The Aesthetic Society, the Symposium Committee will use a comprehensive calendar of known future plastic surgery meetings and symposia and take into consideration availability of dates and locations.

The Monitor
An official liaison person (monitor) may be assigned by the Chair of the Symposium Committee to each scheduled symposium requesting that the Society jointly provides. The Monitor represents The Aesthetic Society’s interests by periodic consultation with the Symposium Chair, CME Committee Chair, and the Symposium Committee. The Monitor will oversee the compliance with pertinent deadlines, approved budget, and relevant policies of The Aesthetic Society. The Monitor shall, with the assistance of the CME Committee, ensure that the activity meets each and all criteria for AMA PRA Category 1 Credit™. The Monitor will attend the symposium and evaluate the program.

Hold Harmless
The organization with whom The Aesthetic Society agrees to engage in a symposia relationship, hereby agrees to protect, indemnify, defend and save The American Society for Aesthetic Plastic Surgery, Inc., its employees and agents harmless against all claims, losses and damages to persons or property, governmental charges or fines and attorney’s fees arising out of or caused by a provided symposia.

Disclosure Policy
The Aesthetic Society requires all faculty, authors, planners, reviewers, moderators, staff and all other individuals in a position to control or influence the content of an activity to disclose all financial relationships in the past 24 months. The Aesthetic Society also requires faculty/authors to disclose when off-label/ unapproved uses of products are discussed in a CME activity or included in related materials. Attendees providing comments or asking questions during presentations are also required to disclose all related commercial interests.

All identified relevant financial relationships have been mitigated and the educational content thoroughly evaluated by The Aesthetic Society for fair, balanced, and safe, effective patient care.

Participation in Society and Foundation governance and directly and jointly provided educational programs will not be allowed without this disclosure.
General Conditions of Joint Providership

a. Administrative: Upon mutual agreement, the Aesthetic Society staff may attend the meeting and assist with logistical aspects of the meeting in accordance with the agreement for that specific symposium.

b. Attendance Records: A complete Excel file of activity attendees in an Aesthetic Society designated format must be sent to the Aesthetic Society staff liaison to include a record of CME credits (Category 1 and Patient Safety) claimed by each attendee at the conclusion of the symposium.

c. Budget/Financial Obligations: The non-accredited body bears full financial responsibility for the jointly provided symposium. Financial obligations of all parties shall be reconciled within 60 days of completion of the symposium. The Aesthetic Society will be responsible for submitting all requested financial information to the ACCME as well as to the commercial provider of educational grant(s).

d. Commercial Support (Financial or in-kind support from ineligible companies): The Aesthetic Society must be aware of all commercial support, which is required to abide by the ACCME Standards for Integrity and Independence in Accredited Continuing Education. The Aesthetic Society shall receive copies of all letters of agreement(s). If the symposium planning entity seeks educational grants from ineligible companies to provide financial assistance, all grant agreements must be countersigned by The Aesthetic Society. As an optional service, The Aesthetic Society may apply for educational grants on behalf of the symposium planner for a nominal fee (see fees below).

e. Cancellation, Postponement or Changes: Decision for cancellation, postponement, or major changes shall be made by the planning entity as needed.

f. Compliance: All requested documentation must be received by the set deadline in order for CME credits to be awarded for a symposium. Failure to abide by the deadline requirements may result in dissolution of agreement and additional fees.

g. Disclosure: The Aesthetic Society requires all faculty, authors, planners, reviewers, moderators, staff and all other individuals in a position to control or influence the content of an activity to disclose all financial relationships in the past 24 months. The Aesthetic Society also requires faculty/authors to disclose when off-label/unapproved uses of products are discussed in a CME activity or included in related materials. All identified relevant financial relationships will be mitigated and the educational content thoroughly evaluated by The Aesthetic Society for fair, balanced, and safe, effective patient care. The Aesthetic Society will provide the texts and/or links and logins to online forms for disclosure which must be completed in a timely manner.

h. Evaluation: All attendees shall be required to complete an evaluation form which includes The Aesthetic Society’s standard evaluation question set and includes a mechanism for attendees to claim their CME credits. The joint provider tabulates the evaluations, which are distributed for post-conference evaluation and review.

i. Exhibits: Exhibits will be solicited consistent with available space. Arrangements for these will not influence planning or interfere with the presentation of the symposium. Exhibit placement should not be a condition of support for an activity. Exhibitors shall bear the expenses related to preparation and transportation of their respective exhibits.

j. Fees: A nonrefundable application fee of $500 is due upon submission of application.

Fees will be based upon attendance of the event:
- 100 attendees or less: $5,000
- 101 – 200 attendees: $7,000
- 201 attendees and more: $10,000

Educational Grant Fees: A fee of $1,500 per educational grant secured will be charged upon receipt of grant funds to the Aesthetic Society. If The Aesthetic Society applies for an educational grant and the grant is
denied, a fee of $750 per grant will be imposed. Any marketing grants secured from an entity that are paid directly to the conference organizer are not subject to this fee.

k. Funds from Commercial Sources: The terms, conditions and purposes of the commercial support must be documented by signed Letters of Agreement between the commercial supporter, the non-accredited body, and the Aesthetic Society. All support associated with a symposium, whether in the form of an educational grant or in-kind support, must be given with the full knowledge and approval of The Aesthetic Society. No other funds from a commercial source shall be paid to the chair, faculty, or others involved with the supported activity. Commercial support is acknowledged in printed promotional brochures, however there will be no reference to specific products nor company logos.

l. Liability Insurance: Each and all faculty members shall be responsible for ensuring that their respective activities are properly covered by their individual professional liability insurers.

m. Marketing: All symposium promotional materials must receive written approval of the Aesthetic Society before printing. The promotions must include The Aesthetic Society logo and accreditation statements as previously indicated. Advertisements may be placed in appropriate publications as agreed to by the non-accredited body and The Aesthetic Society.

n. Recreational and Social Events: Symposia are primarily an educational experience. Social events are secondary and should not conflict with scheduled educational activities.

o. Risk Management & Patient Safety: A minimum of 10% of the program shall be devoted to the risk management and patient safety aspects of the subject matter presented. The number of designated Patient Safety CME credits shall be included in the printed program.

p. Symposium Chair’s Responsibilities: Subsequent to the activity, the Chair shall provide the final maximum number of credits, the numbers of physician attendees, the number of non-physician attendees, final promotional materials with accreditation statements, evaluations responses, Chair’s analysis of event, financial statement, copies of all Letters of Agreements and the ACCME Performance in Practice Structured Abstract with its required attachments.

Copies of all correspondence shall be forwarded to the Symposium Committee Liaison.

Approved by CME Committee on March 15, 2023