

North Carolina Foot & Ankle Society Educational Sponsorship Agreement

The goal of the North Carolina Foot & Ankle Society is to provide high-quality continuing medical education (CME) to Doctors of Podiatric Medicine in an atmosphere conducive to learning, on an annual basis, in a manner consistent with the requirements of the Council on Podiatric Medical Education, North Carolina Board of Podiatry Examiners, and other such state medical boards and certifying entities.

This letter of agreement serves to:

- Identify requirements of participation to the organization
- Identify the organization involved, as well as its partners or co-sponsors
- Identify what funds, services, or materials will be provided as support by the organization

Sources and potential sources of commercial support for CME activities are bound by the following requirements:

- Payments for all activities, expenses, goods, or services will be made directly to the Society. The organization may not make payments directly to speakers, authors, or other entities on the Society's behalf.
- The Society has sole authority to make decisions regarding disbursement and disposition of funds, goods, or services received from the organization.
- Funds from the organization cannot be used to pay expenses for non-teacher participants.
- The organization must follow the Society's guidelines governing advertising and promotional materials.
- Lectures or presentations arranged by the organization must promote quality or improvements in healthcare and not a specific business, trade name, or brand. Presentations must give a balanced view of therapeutic alternatives and options. Trade names from several companies should be used if a generic name is not applicable.
- Teachers, lecturers, or presenters arranged by the organization must disclose to the Society any relevant financial relationship with the organization within the last 12 months. This information will be disclosed to participants by the Society prior to the beginning of sessions at any CME activity. Disclosure includes name of the speaker, organization name, and nature of the financial relationship (salary, royalty, consulting fee, honoraria, et cetera). Financial relationships with teachers, speakers or presenters constitute a financial relationship with their spouse or partner.

Educational materials that are part of the CME, such as slides, screens, abstracts, and handouts cannot contain product promotion material or product-specific advertising. Representatives of the organization may not engage in sales or promotional activities in the educational space. Additionally, advertisements or promotional materials for the organizations products, goods, or services cannot be:

- Interleafed within the pages of handouts
- Visible on the screen at the same time as the CME activity or interleafed on screens
- Included within the CME activity; "Commercial breaks are prohibited"
- Be displayed or distributed in the educational space before, during or after the activity

Organization Name: _____

Co-sponsors, if any: _____

Speaker: _____

Signature of Organization's Representative

Signature of Society Representative

Print Name

Print Name

Title

Title

North Carolina Foot & Ankle Society
3733 Benson Drive
Raleigh NC 27629-0399
919/872-2224
contact@ncfootandankle.org