

## Pilot to Report Learner CME Completion Data in Support of State Licensing

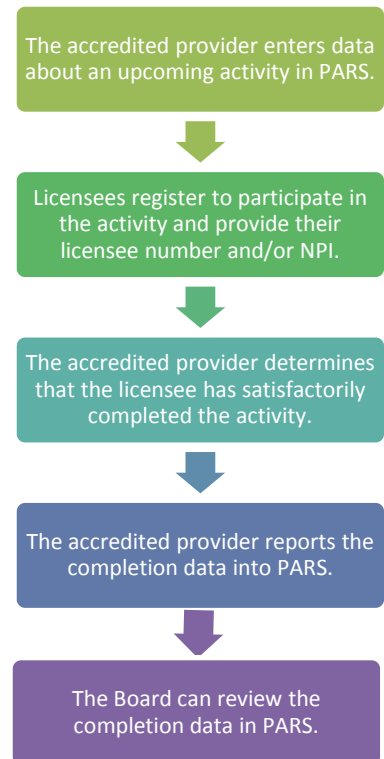
Thank you for your interest in collaborating with ACCME to share CME learner completion data for Tennessee and North Carolina licensees with the Tennessee Board of Registration in Medicine (Tennessee Board) and the North Carolina Medical Board (North Carolina Board), respectively. This pilot project is designed to examine the feasibility of and reaction to the sharing of this information, and determine if it is valuable to the physician, the accredited provider, and to the state boards.

Accreditation standards allow providers accredited by the ACCME system to:

1. Verify participation and issue CME credit.
2. Retain participation records for six years after the activity.

Entering completion data for licensees is not an obligation of providers accredited by ACCME. As part of this pilot program, the Tennessee and North Carolina Boards stipulate that they will recognize the credits reported in the ACCME's Program and Activity Reporting System (PARS) for the purpose of license renewal if the accredited provider has,

1. Entered the ACCME-specified data into PARS for the activity.
2. Granted the ACCME permission to share the specific data that is entered into PARS with the appropriate Board.
3. Obtained consent from licensees who participate in the activity to report their participation to the ACCME and the appropriate state board. We anticipate that this permission could be provided
  - a. By written consent
  - b. By implied consent following the provision of various disclosures and announcements within or as part of the activity.
4. Enter the ACCME-specified data into PARS for the licensee participants.



### Responsibilities of the State Board

As part of this pilot program, the State Boards agree to,

1. Communicate with the licensee community that the Board,
  - a. Has partnered with ACCME and a group of accredited providers to undertake this pilot.
  - b. Will recognize credits reported into the PARS system for quantifying the engagement of the physician in professional development.
2. Review the information in PARS when making re-licensing determinations about physicians.

3. Acknowledge that ACCME is relying on the representation of accredited providers as to the accuracy of the information entered into PARS.

## Responsibilities of Accredited Providers Participating in the Pilot

As part of this pilot program, the accredited provider agrees to,

1. Comply with ACCME accreditation requirements.
2. Obtain the NPI and/or state licensure number from any learner who is a Tennessee and/or North Carolina licensee and who has given permission to have their completion data reported in PARS.
3. Compile and upload the completion records within 30 days of the activity using
  - a. Manual entry
  - b. Upload of a tab-delimited or XML dataset
  - c. Web-transfer from a learning management system.
4. Resolve any learner completion data errors.
5. When reporting learner completion data for Tennessee, indicate if the activity met the expectations of the Tennessee Board for pain education. The [Tennessee Chronic Pain Guidelines](#) are accessible through the Tennessee Department of Health website.

Field Name	Description
NPI and/or state licensure number	The National Provider Identifier is a unique 10-digit number issued by the Centers for Medicare and Medicaid Services. The Tennessee state licensure number is issued by the Tennessee Board of Registration in Medicine. The North Carolina state licensure number issued by the North Carolina Medical Board. Learners can be reported with either ID; however, the use of only the NPI may result in higher incidence of reporting errors.
First Name	Learner's first name
Last Name	Learner's last name
Date of Birth	Month and day (MM/DD) of learner's birth
Completion Date	Date the learner completed the activity
Number of Credits	The number of credits a learner has earned for the activity
Type of Credit	CME and/or Pain Education (TN only)

As part of our research for this pilot program, the Accredited Provider also indicates their willingness to compile and share (in writing or in interviews):

1. Any challenges experienced.
2. Solutions identified.
3. Reactions from physicians or others.

## Reporting Learner Data in PARS:

The learner reporting interface in PARS can be accessed from the Program and Activity Data screen in PARS. See screenshots on the next pages.

Supplemental materials will be provided for organizations using the batch upload or web service options.

From the learner reporting interface, providers can select the activity for which they would like to enter learners:



From here, providers may enter the learner's information:

