American College of Surgeons
LETTER OF AGREEMENT
Terms and Conditions of an Educational Grant

Regarding the following CME Activity:

Meeting Name: ME Chapter American College of Surgeons 2016 Annual Meeting

Date and Location of Meeting: May 20 - 22, 2016 – Portland Regency Hotel & Spa, Portland, ME

Commercial Company:

Commercial Company Address:

Company Contact Name:

Telephone: **Fax:** **e-mail:**

This grant will provide support for the above named CME activity by means of:

☐ **Educational grant in the amount of $**_____

☐ **Gift in-kind Grant (Equipment Loan) $**_____ *Value assigned should reflect rental fee and shipping and handling only. All equipment will be returned at the conclusion of the meeting.*

Please list equipment provided, include model name and quantity:
_____

☐ **Gift in-kind Grant (Disposable Materials/Instruments, etc.) $**_____*(Replacement value)*

Please list type of disposable items and quantity:
_____

Conditions

Statement of Purpose
This activity is for scientific and educational purposes only. It will not promote the company's products, directly, or indirectly.

Control of Content & Selection of Presenters and Moderators
The American College of Surgeons (ACS) is responsible for full control of content and selection of presenters and moderators. The ACCME Standards for Commercial Support of Continuing Medical Education require that the ACS conduct the Program independently and without control or influence by the commercial company over the Program's planning, content (including the selection of speakers or moderators), or execution.

Disclosure of Financial Relationships
The ACS will ensure meaningful disclosure to the audience, at the time of the program of the Company funding and any significant relationship between ACS and Company (e.g., grant recipient) or between individual speakers or moderators and the Company.

Involvement in Content
There will be no "scripting", emphasis, or direction on content by the Company or its agents.

Ancillary Promotional Activities
No promotional activities will be permitted in the same room or vicinity before, during, or after the educational activity. No product advertisements will be permitted in the activity room.

Objectivity & Balance
ACS as an accredited provider is required by the ACCME Standards to ensure that the program be objective, balanced, and scientifically rigorous.

Limitation on Data
The ACS will ensure, to the extent possible, meaningful disclosure of limitations on data (e.g., ongoing research, interim analyses, preliminary data, or unsupported opinion).

Discussion of Unapproved Uses
The ACS will require that presenters disclose when a product is considered off-label or investigational.

Opportunities for Debate
The ACS will ensure meaningful opportunities for questioning or scientific debate.

Funds should be in the form of an Educational Grant made payable to the American College of Surgeons.

No other funds from the commercial supporter will be paid to the program director, faculty, or others involved with the CME activity (additional honoraria, extra social events, etc.)

The Commercial Supporter agrees to abide by all requirements of the ACCME's Standards for Commercial Support of Continuing Medical Education.

The American College of Surgeons agrees to:

- Comply with the ACCME's Standards for Commercial Support.
- Acknowledge educational support from the commercial supporter in on-site program materials.
- Upon request, furnish the commercial supporter a report concerning the expenditure of the funds provided.

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AGREED

For the Commercial Company:

Signature/Date_____

Print Name/Title_____

For the American College of Surgeons:

Signature/Date_____

Print Name/Title_____