

Speaker Specific Data: Your Needs and Responsibilities

You are responsible to provide the requested information* and accept these terms of your faculty commitment.

A. Presenter's Name and Professional Title *as it should appear on website and other promotional materials*

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B. Cellular Phone Number *For access while traveling.*

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C. Unbiased, Independent and Consistent with Definition of CME

I agree to uphold academic standards to insure independence and scientific rigor in my role in the development and presentation of this CME & CE activity. To this end my presentation will comply to the following. ____ **Initials**

____ Provide a balanced and objective view of all therapeutic options and will not promote a specific proprietary business interest of a commercial interest, and I will provide the type of evidence and references that support each key teaching point.

____ All recommendations involving clinical medicine will be supported by evidence that is accepted within the profession of medicine as adequate justification for indications and contraindications in the care of patients.

____ I will omit company logos and brand names from the educational materials that are part of my CME presentation, such as slides, abstracts and handouts.

D. Presentations for Online Posting

Instead of providing a syllabus, Baptist Health CME provides registered attendees with access to speakers' presentations in PDF format on a *limited access webpage* before and after the symposium. Access will be shared only with symposium attendees and faculty and will be available until _____

Do you agree to have a PDF version of your presentation posted online and made available to attendees? **YES** **NO**

NOTE: We cannot post presentations which are not compliant with laws related to copyright/fair use, HIPAA or PHI.

E. Presentation Guidelines - My presentation will include slides for: _____ **Initials**

Disclosure of Relevant Financial Relationships **Learning Objectives**,

Summary: Key Learning Points with References **Citations and References** (evidence-based, peer-reviewed)

F. HIPAA & PHI ([Protected Health Information](#)) Laws

I take responsibility for compliance with HIPAA Privacy requirements and applicable state and United States federal laws protecting confidentiality and security of PHI and safeguarding PHI. **Initial below to all that apply:**

____ I have removed all **Personal Health Information** (PHI) or de-identified images used in my materials including photographs as well as dates of patient care or birth dates (typically found in the margins of clinical images).

____ When presenting specific patient cases or case histories, I warrant that I have obtained HIPAA compliant authorization for any PHI in my presentation materials.

____ If my presentation will contain patient identifiers, it is my responsibility to obtain consent from my patients for use of their PHI, including photographic images.

G. Copyright/[Fair Use Laws](#)

I verify that I have obtained permission from copyright holder(s) to reproduce/copy from their work. I acknowledge that Baptist Health South Florida (BHSF) will not be held legally responsible for any misrepresentation on my part regarding copyright infringement. ____ **Initials**

H. Unlabeled / Unapproved Use *

I agree to disclose to the audience if my presentation/discussion includes information about a product not labeled by the FDA for the use under discussion or that is still investigational.

My presentation: (*check one*)

DOES

DOES NOT include discussion of an unlabeled use of a commercial product or an investigational use not yet approved for any purpose

I. Equipment *

____ I will use the PC laptop provided at the conference.

____ I will bring my own laptop, which is a PC MAC → **NOTE TO MAC USERS**: Baptist Health **DOES NOT** provide or support MAC computers. Therefore, MAC users **must bring their own** computer, adapter cables and accessories.

J. Format/Technical Support *

____ My presentation **WILL NOT** include video and/or audio.

____ My presentation **WILL** include videos and/or audio portions in the slides. I will need access to:

Internet Access YouTube Other _____ None-Video plays directly from laptop.