

xl QUICK TIPS FOR SPEAKERS:

PREPARING FOR YOUR PRESENTATION:

To ensure CPD/CME compliance, read the following documentation:

- College of Family Physicians of Canada (CFPC): Understanding MAINPRO+ Certification
[CFPC - Understanding MAINPRO+ Certification](#)
- Royal College of Physicians and Surgeons of Canada (RCPC): Maintenance of Certification (MOC)
[RCPC - Maintenance of Certification](#)
- National Standards for Support of Accredited CPD Activities
[National Standards - Accredited CPD Activities](#)
- Canadian Medical Association's (CMA) Guidelines for Physicians in Interactions with Industry
[CMA Guidelines - Physicians in Interactions with Industry](#)
- Le Conseil Québécois de développement professionnel continu des médecins (CQDPCM): 2016 Code of Ethics for parties involved in Continuing Medical Education
[CQDPCM - 2016 Code of Ethics](#)

1. **Potential conflict of interest disclosure (Col) slides:** Include Col slides at the beginning of each presentation.
Consult: [COI Guideline document](#)
2. **Learning objectives (LO):** Include a slide indicating the LOs which align with the content covered in your presentation.
Consult: [Learning Objectives Criteria](#)
3. **CanMEDS Framework:** Include a slide(s) that defines the CanMED competencies that will be identified during your presentation. [Royal College - CanMEDS Framework](#) / [CFPC - CanMEDS Family Medicine Framework](#)
4. **Use your own materials:** Avoid copying images, videos, tables, cartoons, and graphs from copyright publications.
5. **Promotion:** Do not use company logos, colors or product/device names. To be avoided consistently throughout the presentation. Only generic names are to be used. If brand names must be used, place the name in parentheses after the generic name.
6. Include in slides **barriers to practice and physician change** and how to overcome breeches.
7. Ensure content is scientifically valid.
8. **Key references:** Fully references materials providing evidence for all claims made.
9. Off-Label Use: Information claims or recommendations for use of a drug, therapeutic agents, medical devices that differ in any way from the product monograph must be declared verbally and on printed materials. In addition, the content must provide information concerning limited evidence for a recommendation and possible harm from products, drugs or devices.
10. Include information concerning limited evidence for a recommendation and possible harm from products, drugs or devices.
11. **Interactivity:** Include a take away message and include a minimum of 25% of your presentation to interactivity.

DURING YOUR PRESENTATION:

1. **Disclosure statement:** Complete the COI form provided and for each presentation declare commercial affiliations verbally and with slide. Consult: [Conflict of Interest Form](#)
2. **Learning objectives:** Verbally and with slide notify the audience of the learning objectives aligned to your presentation.
Consult: [TEMPLATE - COI and Learning Objectives](#)
3. **CanMEDS Framework:** Verbally notify the audience of the CanMED competencies that will be identified during your presentation. [Royal College - CanMEDS Framework](#) / [CFPC - CanMEDS Family Medicine Framework](#)

4. Deliver only approved content.
5. **Key references:** List the references of published sources for evidence.
6. **Throughout the presentation:** Do not use company logos, colors or product/device names.
7. Inform the audience of limited evidence for a recommendation and/or possible harm from products, drugs or devices.
8. **Barriers to practice:** Mention the barriers to practice/physician change and the means to overcome breeches.
9. **Interactivity:** A minimum of 25% of the presentation should be allotted to interactive learning.