

**LETTER OF AGREEMENT FOR COMMERCIAL SUPPORT
Use for “In-Kind” (Equipment/Supplies) Contributions to Certified CME**

This Letter of Agreement, entered into this ____ day of ____, 20____ by and among the Board of Trustees of the Leland Stanford Junior University on behalf of its School of Medicine and the Commercial Interest named below, witnesses the following:

Note Concerning Stanford Policies:

- Financial commercial support may not be designated for a specific topic, course, activity, or faculty member.
- Commercial exhibits are not permitted.

Definitions:

- **Commercial Interest:** Any entity producing, marketing, re-selling, or distributing health care goods or services consumed by, or used on, patients.
- **Commercial Support:** “In-kind” support refers to the loan or donation of equipment or supplies as well as services from a commercial entity. The material provided must be a product of the donating company.

Stanford University through its School of Medicine (the “**Accredited Provider**”) is committed to presenting continuing medical education (“**CME**”) activities that promote improvements or quality in healthcare and are independent of any Commercial Interest. As part of this commitment, the **Accredited Provider** has outlined in this written letter of agreement the terms, conditions, and purposes of Commercial Support for the CME activity delineated below.

Title of CME Activity: _____

Activity Location: _____

Activity Date(s): _____

Name of Commercial Interest: _____

Description of In-Kind Support: **Durable equipment**
 Disposable supplies (Non-biological)
 Other – description required _____

Terms, Conditions and Purposes

1. The **Commercial Interest** and the **Accredited Provider** agree to abide by all requirements of the Accreditation Council for Continuing Medical Education (ACCME) *Standards for Commercial Support of Continuing Medical Education* (www.accme.org) as well as the Stanford Policy on Compliance with ACCME Standards for Commercial Support (http://cme.stanford.edu/documents/scs_policy.pdf) and the Stanford Industrial Interactions Policy (<http://med.stanford.edu/coi/siip/policy.html>).
2. This activity is for scientific and educational purposes only and will not promote any specific proprietary business interest of the Commercial Interest.
3. The **Accredited Provider** is responsible for all decisions regarding the identification of educational needs, determination of learning objectives, selection and presentation of content, selection of all persons and organizations that will be in a position to control the content of the CME, selection of education methods, selection of target audience, evaluation of the activity, and marketing of the activity.
4. The **Accredited Provider** and the **Commercial Interest** agree that the Commercial Support provided herein has not been determined in a manner which takes into account the volume or value of any referrals, financial relationship(s) or other business arrangement(s) otherwise existing between the parties for which payment may be made, in whole or in part, under any Federal or state health care program, including, without limitation, Medicare or Medicaid.
5. The **Commercial Interest** will not require the **Accredited Provider** to accept advice or services concerning teachers, authors, or participants or other education matters, including content, as conditions of receiving this grant.
6. All commercial support associated with this activity will be given with the full knowledge and approval of the **Accredited Provider**. No other payments shall be given to the director of the activity, planning committee members, teachers or authors, educational partner, or any others involved with the supported activity and in a position to control content relative to the specific CME activity.
7. **Commercial Exhibits are not permitted** at Stanford CME activities.

