

WEBINARS

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EACCME OFFICER



DECLARATION OF COI

- ▶ EACCME officer at UEMS





DEFINITION

- ▶ Streamed live
- ▶ Minimum 1 hour
- ▶ Maximum 2 hours
- ▶ Above 2 hours: considered a streamed Live Educational Event (LEE)



GENERALITIES (1)

- ▶ Submit as a Live Educational Event (LEE)
- ▶ LEE Criteria apply
- ▶ One application per webinar/date
- ▶ Venue: town/country of the CME Provider
- ▶ Submission deadline temporarily reduced from 12 weeks to 7 weeks while COVID-19 pandemic lasts



Generalities (2)

Monitoring of participants

- ▶ Through an online tracking system
- ▶ Event Evaluation Questionnaire at the end of the webinar

Involvement and acknowledgement of industry

- ▶ Specific page for the acknowledgement of sponsors, separate from the scientific information (cf. LEE)



COVID WEBINAR

- ▶ Webinars related to COVID19 (1-2h)
- ▶ Special review and accreditation process
- ▶ Submission deadline: 1 week prior to the event
- ▶ Submission process: same as LEE
- ▶ Event title to be preceded by COVID19



Webinar Package Conditions

- ▶ All in the same medical specialty
- ▶ Minimum 5 webinars
- ▶ Minimum 1 hour - Maximum 2 hours



Webinar Package Application Procedure (1)

STEP 1: Generating the invoice

- ▶ Select “Live Webinars (package)”
- ▶ Select “Pre-paid” applications
- ▶ Select the maximum number of webinars (multiples of 10)
- ▶ Minimum for a Pre-paid: 10 webinars



Webinar Package Application Procedure (2)

STEP 2: Submitting the application

- ▶ Select “Live Webinars (package)”
- ▶ Select “Submit new application”
- ▶ Complete the application form and upload all supporting documents
- ▶ On the last page, link the application with the “Pre-paid” application
- ▶ Payment must be received to be able to link and submit



Webinar Package Remarks

Example: Application for 5 webinars:

- ▶ The minimum pre-paid (invoice) is 10 webinars
- ▶ After submission of the 5 webinars, new webinars cannot be added to the application
- ▶ One Accreditation Letter and one Accreditation Certificate issued per webinar
- ▶ Accreditation not transferable to on-demand recordings of the webinars
- ▶ No appeal available and no postponement allowed



Example of Webinar Programme

Webinar Title

Date - start and end times

General description, scope and objectives of this webinar

The programme of this webinar will cover (specific issues). It is aimed at xxx (medical specialists) who want to improve their skills in:

- ▶ XX
- ▶ XX

The webinar includes (e.g.) case -based presentations, online assessments, live discussions...

Duration 60 minutes



Example of Webinar Programme (cont'd)

Faculty

Course Director:

Host:

Speakers:

Programme

- ▶ Introduction by Prof. x (5 min)
- ▶ 1st presentation on “xx” by Dr x (15 min)
- ▶ Live Q&A from the audience, moderated by Dr x (10 min)
- ▶ 2nd presentation on “xx” including MCQs, by Prof. xx (15 min)
- ▶ Live Q&A from the audience, moderated by Prof. x (10 min)
- ▶ Conclusion and key message by Prof. x (5 min)
- ▶ Webinar webpage:

THANK YOU FOR YOUR ATTENTION



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