

September 25, 2024

Michelle Waiters  
Executive Director  
Missouri Valley Chapter SNMMI

Via Email: [exdir@mvcnmm.org](mailto:exdir@mvcnmm.org)

RE: AMA-PRA/CME- VOICE Joint Accreditation Application

Dear Ms. Waiters:

The Society of Nuclear Medicine and Molecular Imaging, by action of the Continuing Education Committees, has approved the joint provider activity referenced below as meeting the criteria for physician and nuclear medicine technologist continuing education as noted below.

Title: 2024 Missouri Valley Chapter Annual Meeting  
Date: September 28 - 29, 2024  
Sponsor: Missouri Valley Chapter SNMMI

Accrediting agency	Credit type	Audience	Total hours	Maximum achievable
SNMMI via ACCME	AMA/PRA Category 1 Credit	Physicians	12.00	12.00
SNMMI via ARRT & NMTCB	Continuing Education Hour	Nuclear Medicine Technologists	12.00	12.00

The following procedures/guidelines are mandatory. Failure to comply with SNMMI procedures may result in SNMMI revoking the approval of this activity/course at any time.

**To comply with the ACCME Essentials and Standards, SNMMI requires that:**

- All printed materials have the correct CME accreditation statement (below).

- Faculty disclosures are communicated to participants:

- In final printed program materials
- Immediately prior to the presentation either via slide or verbal disclosure by faculty or moderator/organizer
- Disclosure to be included, even if "Nothing to Disclose".

- Educational materials that are part of a CME activity, such as slides, abstracts and handouts, cannot contain any advertising, corporate logo, trade name or a product-group message of an ACCME-defined commercial interest.

- A commercial interest is any entity producing, marketing, re-selling, or distributing health care goods or services consumed by, or used on, patients.

- **NEW: Disclosure of commercial support must never include the use of a trade name, logo or a product-group message of an ACCME-defined commercial interest.**

- Monitors observe the indicated sessions (if any) and complete the Monitor Critique Form.
  - Choose monitors who are not a member of the planning committee or faculty of that session.
  - Monitors cannot be overall program administrators.

- After the program, send the following to Caroline Krystek, Senior Manager Accreditation ([ckrystek@snmmi.org](mailto:ckrystek@snmmi.org)):
  - The Monitor Critique Form, commercial support acknowledgments in final printed program materials and any signed letters of agreement for commercial support.
  - The Final Meeting Budget. The SNMMI's Annual Report to the ACCME will include the following items from your final budget report: Total Expenses, Total Income, Specific Income from Commercial Support, and Specific income from Advertising and Exhibits.

**Attendance Verification Process:**

- **CE Attendance Verification Form (Enclosed):**
  - Distribute this form to all participants; do not alter the form.
  - Have each participant legibly print his/her name, address, email, and SNMMI (if known) number on the form.
  - The Program Sponsor or Representative must verify attendance at each session by signing or stamping this form.
  - Transcribe this information into the attached spreadsheet. Retain the original forms for at least 5 years after completion of the activity/course.
- **Post Activity/Course Evaluations and CE Credit Procedure via SNMMI's CE Center**
  - Within one week of SNMMI's receipt of the completed **Participant Forms** from the sponsor, participants will receive an email with an e-link to the SNMMI CE Center to complete their evaluations.
  - **All participants must complete and evaluate all sessions attended in order to get credit for the activity/course.**
  - Once the evaluations are completed, then participants can print out of their certificates from the SNMMI Learning Center.
- **General Activity/Course Planning and Administration:**
  - Activities/Courses must be administered under responsible sponsorship, capable direction, and qualified instruction.
  - Faculty must possess credentials relevant to the material being presented.
  - Activities/Courses must consist of high-quality educational content using current information and techniques.
  - Activities/Courses may be reviewed on a regular basis, as determined by the original reviewers, to ensure currency and accuracy.

Please let me know if you have any questions concerning this correspondence.

Sincerely,



Caroline Krystek  
Senior Manager of Accreditation  
SNMMI – The Society for Nuclear Medicine and Molecular Imaging, Inc.  
[ckrystek@snmmi.org](mailto:ckrystek@snmmi.org)