

**Maine Medical Association  
Committee on Continuing Medical Education and Accreditation**

*Minutes*

April 26, 2012

2:00 – 4:00 P.M.

Members in attendance were: Dr.(s) Bourgoin, Diaz, Dennis, Davis and Miller. Staff members that were present were Gordon Smith, Esq. and Gail Begin.

1. Call to order (Dr. Davis, Chairman)

Dr. Davis called the CCMEA Meeting to order at 2:49 pm.

2. Review and Approval of the January 19, 2012 minutes

The CCMEA Committee approved the minutes from the January 19, 2012.

3. 2012 Site Surveys to be completed (Committee Surveyors confirmed)

<u>Site</u>	<u>Committee Surveyor</u>
MMC	Dr. Dennis
Penobscot Bay Hospital	Dr. Miller
University of New England	Dr. Davis
York Hospital	Dr. Miller
Those listed below have been given a 6-month extension until April 2012.	
MCD	Dr. Davis
Mid Coast	Dr. Miller and Dr. Dennis
Aroostook	Dr. Bourgoin and Gail with webinar

4. Status of Previous Surveys

MCD – Dr. Miller reviewed MCD on Monday morning. He noted the areas of concern include Criteria 8, which will need to include an official policy on honoraria and expenses and Criteria 13, which was approved after additional verbal data was collected. Dr. Miller noted that Criteria 17 would need more thought to find other ways to fulfill. Records retention policy will be included in progress report along with updating all the new accreditation verbiage. Dr. Miller suggested a 4-year accreditation with a 6-month progress report. Motion was approved.

5. Progress Reports

Gail discussed that there were not any progress reports at this time.

6. Process for Improvements for 2012-2013

Committee members discussed the need for further education in 2 areas that include Category 1 Credit VS. Category 2 Credit also, the need for more education about MBOLM VS. AMA Credit, Performance Improvement CME, Maintenance of Certification and Maintenance of Licensure.

7. Pertinent Updates – ACCME Recognition Survey progress report March 31, 2012

Gail discussed that the MMA was flagged on a couple of areas during the recognition included surveyors providing too much information to providers during the accreditation survey and for not receiving a copy of one of the documentation files for each provider for the MMA files.

8. **Annual Report Information – Completed Annual Reporting March 29, 2012**  
Gail noted that all providers had supplied annual report data and that the MMA had submitted the data to the ACCME on March 31, 2012 reporting deadline.
9. **Next meeting date**  
The next meeting of the CCMEA Committee will be October 25, 2012 from 2:00 pm – 4:00 pm at the Maine Medical Association.
10. **Adjournment**  
The CCMEA Committee meeting promptly adjourned at 3:30 pm.