

AAFP Prescribed Credit

Requirements. When the audience for a CME activity includes family physicians, having AAFP Prescribed Credit designated for the activity may increase its importance for them. One of the requirements to be an active member of the American Academy of Family Physicians is that a family physician must complete 150 credits of approved continuing medical education every three years, of which a minimum of 75 must be AAFP Prescribed Credit.

For Prescribed Credit to be designated for a CME activity:

The content of the activity must (a) have a direct bearing on patient care (b) have a direct bearing on family physician's ability to deliver patient care, or (c) relate to selected non-clinical topics (e.g., medical teaching, professional leadership, physician-patient relations).

The process of developing the activity must include an active member of the AAFP who certifies that the content requirement is met.

A fee of \$100 must be paid to AAFP.

The Department of Family Medicine facilitates the designation of AAFP Prescribed Credit for CME activities developed by units of the University of Michigan Medical School. The Department has appointed Margaret Riley, MD, Assistant Professor, to review CME content and certify that it meets AAFP requirements.

Operational steps. To have AAFP Prescribed Credit designated for a CME activity:

1. CME activity description. Assemble information describing the CME activity, typically information included in a course brochure: title, purpose and objectives, target audience, detailed schedule, and faculty.
2. Appropriateness certification. Send an email message to Dr. Riley (marriley@med.umich.edu) requesting that she certify that the activity meets requirements for prescribed credit, attaching the information describing the course. If the requirements are met, Dr. Riley will reply with a confirming message and her AAFP membership number. If the requirements are not met, Dr. Riley will explain why not and may suggest changes to meet the requirements.
3. Application. Complete the formal application for AAFP Prescribed credit to be designated. The application form is available at <http://www.aafp.org/online/en/home/cme/cmea.html> . In completing the application, list Margaret Riley, MD, and her AAFP number as the AAFP active member certifying the appropriateness of the activity. The processing fee of \$100 is submitted with the application. AAFP generally takes about 3 weeks to process applications.
4. Advertising AAFP Prescribed Credit. After an application has been submitted, information advertising the activity may note: *"Application for CME credit has been filed with the American Academy of Family Physicians. Determination of credit is pending."*
After the application has been approved, information advertising the activity should contain the exact wording provided to you in the approval letter received by the AAFP.
5. Participation certificates. Certificates of participation given to attendees should contain the exact wording provided to you in the approval letter received by the AAFP.