

New and Notable

- **ACPE Standards: An active learning strategy and learning assessment are required FOR EACH SESSION OBJECTIVE** (see page 2)

Attendees remember....

10% of what they **hear**

25% of what they **see**, and

90% of what they **hear and do**

- **NEW!** Due to space limitations, **only one position title and organization will be published on the Web, in the onsite program book, and in AJHP.** Presenters may include additional information in their biography.
- **EACH** presenter must submit an abstract.
- Copyrighted material submitted without permission **WILL BE DELETED BY ASHP STAFF** (see the ***Copyright Handbook***).
- All presenters are highly encouraged to use the slide template that will be emailed to you by ASHP.
- Presenters are not permitted to use a USB drive, CD, or personal laptop to deliver their presentation. ASHP will preload presentation slides in the session room. Changes to slides after submission to ASHP are not permitted.
- All funds will be disbursed as **HONORARIA ONLY** (Federal employees, see page 10).

Logos, Graphs, and Cartoons

Did you know?

- ACPE does not permit the use of company logos on every slide of a presentation.
- Most cartoons, graphs, and images downloaded from the Web are copyrighted.

Tips:

- Put your company logo on the first slide **ONLY**.
- Use royalty-free cartoons.**



**Read your *Copyright Handbook* for more information.

Introduction

Congratulations on being selected as a presenter for ASHP's 2010 Summer Meeting. Your participation is an important contribution to the profession and a great way to share your expertise with peers and colleagues. The Summer Meeting uniquely provides the opportunity for in-depth learning with its audience of largely seasoned practitioners and the high-level of CE offerings. Please keep these factors in mind as you plan your program. Skip the basics and focus on practical knowledge and skills that attendees can apply in their settings.

How to Develop a Quality Program

To support you in this, you are encouraged to complete the self-study CE program, *First Class Pharmacy Continuing Education: Developing and Delivering Quality Continuing Pharmacy Education Programs*, **Parts 1-4** prior to developing your program.

This self-study is available at: <http://www.ashp.org/virtual-ce/>

- Click **Web-Based Activities**
- Click **Education**

After the meeting, all presenters will receive evaluation feedback. Factors on which presenters will be evaluated can be found at the back of this handbook in Appendix A.

ACPE Compliance

Due to new ACPE standards effective January 1, 2009, **ALL CE PROGRAMS MUST INCLUDE AN ACTIVE LEARNING STRATEGY AND LEARNING ASSESSMENT FOR EACH PROGRAM OBJECTIVE.** The Accreditation Council for Pharmacy Education (ACPE) is the body that accredits ASHP as a provider of continuing pharmacy education. All sessions must meet ACPE standards for Continuing Pharmacy Education, including standards for active learning, learning assessment, commercialism, and bias.

Thank you for your understanding as we comply with ACPE Standards. Maintaining ACPE accreditation status is vital to ASHP's mission, and we are taking every precaution to protect that. If you would like more information, visit:

<http://www.acpe-accredit.org/standards/default.asp>

ACTIVE LEARNING & LEARNING ASSESSMENT

All CE programs are required to include an **active learning strategy**, as well as a **learning assessment** for *each* of your session learning objectives. The strategy must be appropriate for your session type as outlined in the table below. Contact your MPA if you are unsure of the activity type for your session.

Learning Assessment

Learning assessment includes feedback to learners on how well they have answered questions or completed a learning exercise, such as a case study.

