Online CME Project Flow

There are two main gaiting factors for determining the viability and feasibility of an online CME course:

- Topic demand
- IP/HIPPA clearance (photos, illustrations, diagrams, charts, tables, graphs, etc.)

This process flow illustrates the activity and dependencies for determining whether or not a proposed project is to be produced.

Key

Decision  Content  Preparation  Production Activity

Inquiry

Topic Approval?

Yes

Existing presentation?

No

Kickoff Meeting / Author Orientation

Yes

Author(s) submits presentation

No

Author(s) submits / revises presentation, quiz questions, disclosure, objectives, course description

Revision Needed

DME Review: for IP/HIPPA

Cleared

OP Schedule Production

OP Capture & Edit Video

OP QA

OP build course

Approved

Speaker/Peer Review

Revisions Needed

Revisions Needed

Approved

Publish

Do not proceed

Can’t Clear

DME Review: for IP/HIPPA

Revisions Needed

Kickoff Meeting / Author Orientation

Cleared