

**Pennsylvania Medical Society**

CME Advisory Panel

Accreditation Survey Agenda Template

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| **Time** | **Event** | **Persons** |
| 8:30 – 8:45 AM | *Introductions and review of survey/decision process* | PAMED survey team |
| 8:45 – 9:00 AM | *CME team presents overview of program highlighting accomplishments, challenges, goals* | CME leadership, coordinator (*may also include CEO and other organizational leaders)* |
| 9:00 – 10:15 AM | *Review of Self Study report and activity files* | Survey team, CME program leadership & other key staff |
| 10:15 – 10:30 | *Survey concludes, survey team convenes* | PAMED survey team |

MemberServices/CME/ProviderAccreditation-Process&Surveys/Surveys/Documents&Tools/CMESurveyScheduleTemplate – Morning Survey