



CME REPORTING FORM

Report your cme online at www.aafp.org/cme

Retain this original form in your CME file and duplicate it as needed. Print clearly and complete each box. Return the form to:

AAFP, Contact Center, 11400 Tomahawk Creek Parkway, Leawood, KS 66211-2672 • Phone: 800.274.2237 • Fax: 913.906.6075 • www.aafp.org/cme

Member ID, Name, Address:

I have a new preferred home / office address, as follows:

Address 1

Address 2

City, State, Zip

Office Contact Person

Daytime Telephone (with area code)

Office FAX (with area code)

E-mail Address

I. DO NOT use this form to report credit for AAFP Self-study CME. Submit the appropriate answer sheet for credit instead (online at www.aafp.org/cme).

II. Report those activities that can be grouped in the categories below (see back for definitions):

Date(s)	Credit(s)	
_____	_____	Group Enrichment (limit 25 Elective credits per three year re-election cycle)
_____	_____	Teaching (limit 60 Prescribed credits per three year re-election cycle)
_____	_____	Participation in Clinical Research Studies (limit 30 Prescribed credits per three year re-election cycle)
_____	_____	Publication of an original research paper (limit 15 Prescribed credits per paper; 45 Prescribed credits per three year re-election cycle)
_____	_____	Presentation or Publication of paper (limit 10 Elective credits per paper; 30 per three year re-election cycle)
_____	_____	Scientific Medical Exhibit (limit 15 Elective credits per three year re-election cycle)
_____	_____	Peer review of manuscripts (limit 3 Prescribed credits per manuscript; limited to 30 credits per three year re-election cycle)
_____	_____	Writing test questions and/or examinations (limit 30 Prescribed credits per three year re-election cycle)
_____	_____	Advanced training (limit 25 Prescribed credits per three year re-election cycle)
_____	_____	Taking a board examination (limit 25 Elective credits per three year re-election cycle)
_____	_____	Medical Writing (limit 30 Elective credits per three year re-election cycle)

III. Use the following grid to report all other activities. Please complete each box legibly.

LEGEND* Activity Type: **L** = Live Activity; **H** = Self-study™/enduring material; **M** = Mini-residency/fellowship; **T** = Teleconference
 Type of Credit: **A** = AMA PRA Category 1™; **O** = AOA; **P** = Prescribed, **N** = Other

Activity Type*	Type of Credit*	Dates MM/DD/YY	Activity Location (City, State)	# of Credits	Title of Activity	CME Provider (no pharmaceutical companies; Please do not abbreviate)
		From				
		To				
		From				
		To				
		From				
		To				
		From				
		To				
		From				
		To				

Definitions

Prescribed

This credit type is specific to the AAFP. CME activities are eligible for Prescribed credit when they are designed primarily for family physicians with content related to patient care, its delivery, or certain non-clinical topics. An AAFP Active or Life member must be directly involved in the planning of these activities. These activities must be submitted for review and approved by the AAFP Commission on Continuing Professional Development. AAFP Prescribed credit is accepted by the American Medical Association as equivalent to AMA PRA Category 1™ for the AMA Physician's Recognition Award. Activities that have been accredited by the College of Family Physicians of Canada (CFPC) for MAINPRO-MI OR MAINPRO-C credits are accepted as Prescribed credit.

Elective

Activities that are designated as AMA PRA Category 1™ or by AOA are accepted by the AAFP as Elective credit.

Live

Prescribed or Elective activities that involve two or more physicians and take place in "real time" are considered live credit. Typically, these are traditional didactic courses occurring as single, multiple site/date, or series events. Broadcast and online activities, teleconferences, and e-mail "chat groups" can be in this category if they are conducted in "real time" and have an interactive component. When a videotape is the major educational element of a live, activity, a physician moderator must be available to provide a planned opportunity for interaction among the physicians in attendance.

Enrichment

Enrichment credits are educational activities of an enrichment nature that are not AAFP approved, not designated Category 1 credit for the AMA Physician's Recognition Award, and not AOA accredited. They are limited to 25 Elective credits per three year re-election cycle. Examples include attendance at medical staff meetings, medical society meetings, etc.

Teaching

Teaching of medical students, residents, physicians, physician assistant students, physician assistants, nurse practitioner students, nurse practitioners, nursing students, or nurses in formal individual (e.g. preceptorships) or live educational formats is eligible for up to 60 Prescribed credits per three year re-election cycle.

Clinical Research Studies

Participation in Clinical Research Studies including case reports, case series, systematic reviews, and other descriptive and experimental studies is eligible for up to 30 Prescribed credits per re-election cycle. Participation may include: writing a grant to secure funding for a clinical research project; research work as an investigator or co-investigator; and authoring or co-authoring a manuscript. Participation in research studies conducted by pharmaceutical companies, device manufacturers, and other proprietary entities or in industry-sponsored drug trials does not qualify for AAFP credit.

Publication

Publication of original scientific or socioeconomic research pertaining to patient care, public or community health, published in a state or national "refereed" journal is eligible for up to 15 Prescribed credits per paper, with a maximum of 45 Prescribed credits per three year re-election cycle.

Presentation or Publication

Presentation or publication at AAFP, AAFP constituent chapter, or other medical society level of an original scientific or socioeconomic paper pertaining to medical care is eligible for up to 10 Elective credits per paper, with a maximum of 30 Elective credits per three year re-election cycle.

Exhibit

Preparation and presentation of a scientific medical exhibit at a meeting produced by AAFP or an AAFP constituent chapter is eligible for up to 15 Elective credits per three year re-election cycle.

Peer Review Manuscripts

Journals listed in *Medline* are eligible for 3 Prescribed credits per manuscript with a maximum of 30 Prescribed credits per three year re-election cycle.

Writing Test Questions

Contribution to high-stake examinations or certain self-assessment modules through researching, drafting, and defending potential questions. Questions must be developed for examinations given by the National Board of Medical Examiners (NBME), or a member board of the American Board of Medical Specialties (ABMS), or for peer-reviewed, published, self-assessment educational activities from a national medical specialty society. Writers peer review questions in groups. Questions should be revised, when necessary, based on feedback. This activity is eligible for up to 30 Prescribed credits per three year re-election cycle.

Advanced Training

Completion of a medically related master's degree or a fellowship/mini-fellowship program beyond family medicine residency training is eligible for up to 25 Prescribed credits per three-year re-election cycle.

Board Exam

Taking an ABFM exam certification or recertification exam is eligible for up to 25 Elective credits per three-year re-election cycle.

Medical Writing

Medical writing targeted to a physician and/or other professional audience is eligible for up to 30 Elective credits per three-year re-election cycle.

Still have questions?

The Contact Center can help! Call (800) 274-2237 Monday – Friday between 8:00 a.m. and 5:30 p.m. CT. For more information on specific courses or activities, search the AAFP CME course database at www.aafp.org/cme.

To report your CME online, visit www.aafp.org/cme.