

**OLIVE VIEW-UCLA MEDICAL CENTER  
DEPARTMENT OF ANESTHESIOLOGY  
POLICY & PROCEDURE**

**NUMBER: 1221**

**VERSION: 2**

**SUBJECT/TITLE:** 016-CONTINUING MEDICAL EDUCATION

**POLICY:** Continuing Medical Education

**PURPOSE:** The purpose of Continuing Medical Education (CME) is to enhance the clinician's ability to care for patients. The clinician's continuing professional development is critical to keeping up with advances in medicine and with changes in the delivery of care.

**DEPARTMENTS:** ANESTHESIOLOGY

**DEFINITIONS:** Continuing medical education is that process which provides information and activities designed to maintain and improve the ability of the Anesthesiologist to provide the highest quality patient care.

**PROCEDURE:** The Department of Anesthesiology has a commitment to self-education. Conferences are held weekly on Thursdays, 0700-0800. Attendance at conference is expected by all staff, unless they are involved in clinical care at conference time. Participation in conference discussion and preparation is expected by all staff.

Topics for conferences are selected from the department's identified educational needs. Staff can request a conference subject, and department Performance Improvement data can be used to identify educational topics. Particular cases and all patient deaths are also discussed. Topics are selected by the department CME director, Senior Physician's and the Chief of the Department. A file of possible topics is maintained by the CME director. A monthly calendar and minutes of the meeting are kept.

Official CME is sought for appropriate topics. CME credit is authorized through the hospital's CME Committee, and their paper work process is followed.

Once a month, a meeting for department business will be held.

The Department adheres to the Guidelines for Continuing Medical Education in Anesthesiology as Approved by the American Society of Anesthesiologists House of Delegates.

**SUBJECT/TITLE: 016-CONTINUING MEDICAL EDUCATION**

**Policy Number: 1221**

**Page Number: 2**

Note: The Department CME Director maintains information regarding CME Accreditation Standards. The Department CME Director has the forms and other material to document that CME accreditation standards are maintained.	
References: Institute for Medical Quality, CME Accreditation Program; American Society of Anesthesiologists	
Approved by: Rima Matevosian (Chief Medical Officer)	Date: 08/25/2016
Review Date: 08/25/16; 02/11/2020	Revision Date: 8/01/06, 12/17/09; 12/21/09; 8/25/2016
Next Review Date: 02/11/2023	
Distribution: Anesthesiology	
Original Date:	