

MedChi CME –Policy and Procedure

Regarding: The Administration of Commercial Support for Joint Sponsorships

When a Joint Sponsorship involves commercial support (i.e., a commercial support grant), solicited by the non-accredited joint sponsor, MedChi, as the accredited sponsor, will assess a fee of 6.5% of the total grant amount as an administrative fee for processing and documenting compliance for accreditation. This fee applies to each grant for commercial support associated with the jointly sponsored activity.

MedChi will capture this fee during the processing of the commercial support grant, during what is currently called the “pass-through” process. MedChi will assess the 6.5% fee at that time and deduct it from the amount sent out to the non-accredited joint sponsor.

In cases where commercial support was negotiated and received prior to MedChi joining in the activity as the accredited sponsor, MedChi will assess the 6.5% fee via invoice to the non-accredited joint sponsor as part of the process of transferring the administration of the commercial support to MedChi as the accredited joint sponsor.

This policy is in no way intended to indicate or infer that MedChi will apply for or solicit grants as part of this administrative fee.

As with other fees COSA reserves the right to waive fees as a means of assistance for activities it deems of high value and worth where a lack of “fee relief” might result in the termination of an activity. Such “fee relief” is conducted on a case by case basis, and is triggered by the request of the non-accredited joint sponsor, in writing, prior to approval for accreditation.