

Activity Purpose Statement Template

Organization Name:

Activity Name:

Who is this activity supposed to reach?

What is the activity intended to address?

A. Try a statement such as this: This activity is intended to address (list the objectives).

Why is this activity needed?

- A. Was it due to requests from evaluations or emails or committee meetings? Please submit supporting documentation.
- B. Was it due to state regulations or certification body regulations? Please submit supporting documentation. Remember to highlight areas the CME department should focus on.

How are learners expected to perform after the activity?