



# HHCRN SIG for CME

HHCRN Special Interest Groups (SIG) can follow three different formats. Each SIG lead must determine which option fits. The options can change for each child (individual) activity.

**In order for any HHCRN SIG activity to be approved, regardless of option, the SIG lead must email [ContinuingED@hhchealth.org](mailto:ContinuingED@hhchealth.org) at least 5 business days prior to each child activity with the option choice.**

1. **Fully didactic** – Lecture based, journal or Q&A panel
  - a. There is an identified faculty/speaker(s) or panelist(s), with previously prepared material, that will present/speak for the entire duration of the scheduled time.
  - b. The faculty/speaker/panelist must be added to the activity in the RSS Dashboard, and must have a completed and current financial disclosure in CloudCME **at least 5 business days** prior to the activity.
  - c. The topic and objectives must also be updated prior to activity approval.
  - d. If journal article review, the article must be added in the RSS Dashboard
2. **Fully committee learning** – all participants are involved in the committee process/conversation
  - a. No faculty/speaker
  - b. SIG lead must submit minutes from activity in order for participants to receive credit
  - c. Topic update is optional
3. **Combination** – an activity with both an identified faculty and committee process
  - a. Must follow all parts of option 1
  - b. Must submit minutes after activity

**In order for participants to receive credit, they MUST record their attendance by texting in the event code.**