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# A Case Study: Managing Accreditation Now and In the New Normal

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# Challenges in CPD in a shelter in place



- Keep the schedule
- Focus on learners
- Preparing educators and staff
- Getting trained on the new platform

## Research to:

- Determine the best methods
- Facilitate content planner decision-making about formats;
- Develop training or informational materials to assist conversion
- Identify technology platforms (planners looked at 30 different options!)
- Develop universal language for our website and marketing materials
- Develop platforms to host activities and the processes
- Prepare documents to help guide chairs, speakers, staff, exhibitors, and attendees on the transition.

The ACCME updated regulations and support they provide

[ACCME 2020 Online Meeting Quick Start Guide](#)

## Virtual Meeting Etiquette - for learners

- Support each other
- Be ready to share (i.e. breakout groups, chat box, polls)
- Connect and network
- Help your colleagues
- Don't be like that...
- Ensure that breakouts are awesome
- Don't solicit or market to attendees

## Guidance for faculty using webinars

- Audio/video/connection guidelines
- Join by computer
- Instruct participants NOT to join by BOTH video and phone
- Mute when not speaking
- Choose a title that includes the problem
- Start with a case
- Limit didactic time & expand discussion time / Q&A

Questions-

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