

## **For U.S Accredited Medical Education CME/CE Grant Requests**

### **Frequently Asked Questions:**

#### **What is the deadline to submit a CME/CE grant application?**

You MUST submit the completed accredited CME/CE application at least 45 days before the actual start date of the activity. Only complete applications submitted via the website will be considered for funding. Grant applications submitted less than 45 days before the activity start date will not be considered.

#### **What are the eligibility criteria for a CME/CE grant?**

Merck will accept CME/CE grant applications for independent accredited continuing education activities for physicians, nurses, pharmacists and other health professionals that meet ACCME or substantially similar standards (see list of currently recognized accrediting organizations below).

Activities that may be eligible for CME/CE grants include accredited CME/CE activities that take place within the United States, those that take place outside the United States but are subject to US-accrediting standards, and those that take place outside the United States but are being provided by a US-accredited provider. These educational activities may occur at professional society congresses/symposia, through medical universities, or through other independent third-party providers.

For a list of Merck's therapeutic areas of interest in which grant applications are being considered, please visit the [U.S. Accredited Medical Education \(CME/CE\) page](#).

The following CE-accrediting organizations are currently recognized by Merck:

#### **Physicians**

ACCME (Accreditation Council for Continuing Medical Education)  
AAFP (American Academy of Family Physicians)  
AOA (American Osteopathic Association)

#### **Nurses**

AANP (American Academy of Nurse Practitioners)  
ANCC (American Nurses Credentialing Center)  
State Boards of Nursing

#### **Physician Assistants**

AAPA (American Academy of Physician Assistants)

**Optometrists**

COPE (Council on Optometric Practitioner Education)

**Pharmacists**

ACPE (Accreditation Council for Pharmacy Education)

**Podiatrists**

APMA (American Podiatric Medical Association)

**Dentists**

ADA (American Dental Association)

**What will disqualify a CME/CE grant request from consideration?**

**The following are some examples of CME/CE requests that would not qualify for support:**

- The completed grant application was submitted less than 45 days prior to the activity start date
- Program is not accredited for continuing education credits, or accreditation cannot be verified (e.g., Funding is for a charitable event, patient advocacy program, research fellowship, clinical investigator trial, textbook, or journal subscription.)
- Activity relates to a therapeutic area or healthcare topic that differs from those that the company has prioritized for support
- Funding is for travel, lodging or registration fees for healthcare professionals
- Activity has already occurred or request is for support or dissemination of materials that have already been developed
- Activity does not have an educational focus
- Program involves a religious, political, lobbying, fraternal, or social organization
- Speaker names or Merck product/compound names are listed in the application
- An application has been previously submitted for the same activity

**Once my CME/CE grant application has been submitted online, how long does it take Merck to review it?**

Merck receives numerous grant applications and evaluates each application that meets eligibility criteria on its merits relative to other applications and available funding. The time to review each grant application may vary. You will be notified of a decision as soon as possible. Merck may contact you for additional information at any time during the application review process.

**What is an Accredited CME/CE activity, and what is an Accredited Provider?**

Accredited CME/CE programs are educational activities that maintain, develop, or increase the knowledge, skills and professional performance of health care professionals for the benefit of patients, the public, or the profession. An accredited provider has received accreditation from one of the accrediting organizations listed above. Accredited providers are responsible for the content, quality, and scientific integrity of all accredited CME/CE activities for which credit is offered.

**Will you recommend speakers for my CME program?**

No, Merck will not recommend speakers or be involved in the selection of speakers. The CME/CE Provider must maintain full control over the planning of the activity, the development of content, and the selection of speakers for the activity.

**Is there a limit to the dollar amount we can request?**

The funding request should represent fair market value for the program activities. In addition, Merck will consider the sum of grants requested by an organization in relation to the organization's annual operating budget. Please note that Merck receives numerous grant applications and evaluates each application on its merits relative to other applications and available funding.

**My program date is less than 45 - days away. Can you make an exception?**

No, for administrative purposes, Merck requires that applications be submitted at least 45 days prior to the activity start date.

**How long after you receive the signed Letter of Agreement (LOA) can I expect to receive my check?**

In general, payment is processed within 30 days after an executed Letter of Agreement (LOA) is received by Merck.

**Does Merck support independent educational activities that are not accredited?**

Please refer to types of Merck Support listed on the Home Page.