

COPE Standards for Commercial Support (COPE SCS)

Implementation Processes for Instructors

1. The Instructor should submit the course information to COPE. A COPE Approved Administrator/Provider may submit the course on behalf of the instructor, but the instructor must acknowledge the submission and adherence to the COPE requirements. Under no circumstances can any company with a commercial interest submit a course for COPE accreditation.
2. All payments and reimbursements to the Instructor must come directly from the COPE Approved Administrator/Provider. Supporters cannot supplement nor provide any financial incentives to speak on COPE Accredited Courses.
3. Under no circumstances can an Instructor serve as both the Administrator/Provider and Instructor for a COPE Accredited CE Course.
4. Instructors should not seek COPE accreditation if the presentation is for the purpose of promoting products, services, instruments or devices.
5. Instructors will assure educational materials such as slides, abstracts and outlines will not include any advertising or product group message. Instructors will ensure balanced and transparent coverage of therapeutic and treatment options, and must disclose off-label or experimental information.
6. Instructors may have assistance in the development of a course, including the creation of handouts, slides and objectives, though not from a commercial interest.
7. Instructors will disclose all relevant financial relationships with any commercial interest when submitting courses for COPE accreditation. Should no relevant financial relationships exist, this must be disclosed.
8. Instructors will include a disclosure slide that will be presented at the beginning of each presentation addressing the following:
 - a. That the Instructor developed the course material and information independently or if the Instructor had assistance. The disclosure must include who provided the assistance.
 - b. The Instructor developed the course material and information independent from any influence from commercial interest.
 - c. Any personal conflicts of interest have been resolved.
 - d. Disclosure of any relevant financial relationship(s) with a commercial interest. Should no relevant financial relationships exist, this must be disclosed.