

## **ABFM Audit Requirements**

In addition to any audits performed by the AAFP, The ABFM retains the right to perform an audit of CME providers whose activities have been approved for Family Medicine Certification (FMC) credit at any time. The purpose of any audit performed by the ABFM will be to ensure that the requirements for the content of the performance improvement activity as agreed to by the CME provider are met and to confirm that the CME activity adheres to the ABFM Standards for Industry Support, also as agreed to at the time of application by the CME provider. As a requirement of approval of an activity for FMC credit the CME Provider agrees to participate in an audit of their activity(ies), and if selected, to allow the ABFM to share the results of the audit with the AAFP and if selected for audit by the AAFP to allow the AAFP to share the results of that audit with the ABFM. The ABFM will review activities approved through the AAFP Credit System by the provider to ensure that accurate and appropriate data are completed by the provider.

The ABFM will select activities for audit from among those approved by the AAFP and the ABFM for FMC credit. The ABFM will determine the manner of selection of activities for audit. Accredited providers are required to submit the materials described in Table A for their activity(ies) selected for audit within 30 days of the initial request for information.

Based upon any reports from the AAFP resulting from their audit process, or from the audit process employed by the ABFM, the ABFM will determine if additional actions are required for the accredited provider if ABFM's requirements are not met. Providers that fail an audit will receive a warning for the first violation and at the discretion of the ABFM may be precluded from submitting participant completion information for any future completions of that activity(ies). While the ABFM will not revoke FMC points that have already been issued to physicians who have completed an activity that fails an audit, future non-compliance with ABFM policies and requirements may result in a change in the provider's ability to offer ABFM FMC credit. The ABFM reserves the right to revisit this policy in the future.

**Table A: Required Audit Materials**

A description of the practice or safety gap addressed by the Activity
A description of how the Activity addresses this gap.
A description of the specific aim of the Activity.
A description of the measures available for use in the Activity.
A description of the interventions and supporting evidence available for use in the Activity
A description of the data collection and analysis process in the Activity
A description of the meaningful participation requirements in the Activity
A description of how the participation requirements were verified
A description of any Industry Support associated with the Activity