

## CME, CE, AND LETTER OF ATTENDANCE AT SLEEP 2009

### CONTINUING MEDICAL EDUCATION (CME) CREDIT FOR PHYSICIANS

#### *Accreditation Statements*

SLEEP 2009 meeting activities have been planned and implemented in accordance with the guidelines of the Accreditation Council for Continuing Medical Education (AACME) through the joint sponsorship of the American Academy of Sleep Medicine (AASM) and the Associated Professional Sleep Societies, LLC (APSS). The American Academy of Sleep Medicine is accredited by the ACCME to provide continuing medical education for physicians.

The American Academy of Sleep Medicine designates this educational activity for a maximum of 43 *AMA PRA Category 1 Credits™*. Physicians should only claim credit commensurate with the extent of their participation in the activity.

#### *Sessions Available to Earn CME Credit*

SLEEP 2009 offers physicians the opportunity to earn as many as 43 CME credits. CME credit is awarded for the keynote address, postgraduate courses, symposia, discussion groups, clinical workshops, oral presentations, lectures, grantsmanship/research opportunities, lunch and learn sessions and meet the professor sessions. Specific details as to which sessions are eligible for CME credit are listed on the CME Reference Form, which is distributed during registration. Only those sessions sponsored by the APSS and listed on the CME Credit Claim Form are eligible for CME credit. Note: Poster viewing sessions are not eligible for CME credit.

Credit is awarded based on the amount of time spent in each activity (rounded to the nearest quarter hour). Physicians may earn the following maximum number of credits each day: 8 credits (June 6 and 7); 7 credits (June 8); 8 credits (June 9 and 10); and 4 credits (June 11).

CME may also be available by attending industry sponsored events. These credits are made available by the event organizer and are not processed by the AASM.

#### *Satisfactory Completion*

To receive CME credits, SLEEP 2009 attendees must register for CME credit and pay the appropriate fee. The administrative fees are \$20 for members and \$35 for non-members. Individuals must complete an online evaluation form to receive CME credit. Once the online evaluation form is complete and the credits have been verified, there will be a button at the top of your event page. Click on this button and a credit letter will be sent to your e-mail account. Further information will be detailed on the CME Reference Form included with your registration materials.

#### *Target Audience for SLEEP 2009*

Participants of the SLEEP 2009 meeting will include clinicians, scientists, students, and other healthcare professionals seeking to increase their knowledge of the fields of sleep medicine and sleep research. Attendees should possess a basic knowledge of biological systems and/or operational issues in medical practice.

#### *Overall Educational Objectives*

Attendance at SLEEP 2009 should give participants a broad understanding of the current state-of-the-art of sleep medicine, including current clinical practices used when investigating and treating sleep disorders in adults and children; areas of controversy in clinical practice; recent basic science research in both animals and humans; and social, business and political issues relevant to sleep medicine.

#### *By the end of SLEEP 2009, participants should be able to:*

- 1) Summarize relevant information on the latest sleep research and clinical practices;
- 2) Identify present issues or challenges in diagnosis/treatment of sleep disorders, practice of sleep medicine or topics related to the field of sleep;
- 3) Integrate strategies and tools for the enhancement/advancement of sleep medicine; and
- 4) Recognize and have a basic understanding of common sleep disorders.

### CONTINUING EDUCATION (CE) FOR PSYCHOLOGISTS

#### *Accreditation Statements*

SLEEP 2009 is co-sponsored by Amedco and the Associated Professional Sleep Societies, LLC (APSS). Amedco is approved by the American Psychological Association to sponsor Continuing Education (CE) for psychologists. Amedco maintains responsibility for this program and its content.

#### *Sessions Available to Earn CE credit*

Psychologists may receive up to 41 hours of continuing education credit for attending SLEEP 2009. CE credit is awarded for the keynote address, postgraduate courses, symposia, discussion groups, clinical workshops, oral presentations, and invited lecturers. Note: Poster viewing, lunch and learn sessions, meet the professor sessions, grantsmanship/research opportunities sessions and discussion groups D03 and D05 are not eligible for CE credit.

Psychologists may earn the following maximum number of CE credits per day: 8 hours (June 6 and 7); 7 hours (June 8-10); and 4 hours (June 11).

## CME, CE, AND LETTER OF ATTENDANCE AT SLEEP 2009

### *Satisfactory Completion for Psychologists*

To receive CE credits, SLEEP 2009 attendees must register for CE credit and pay the appropriate fee. The administrative fee is \$40 for members and non-members. Attendees must have attended each of their sessions in their entirety and complete an online evaluation form in order to receive a certificate of completion/attendance. Participants not fulfilling these requirements will not receive a certificate. Failure to complete the evaluation form will result in forfeiture of credit for the entire conference. No exceptions will be made. Partial credit of individual sessions is not available. Further information will be detailed on the CE Reference Form included with your registration materials.

### LETTER OF ATTENDANCE FOR NON-PHYSICIANS AND NON-PSYCHOLOGISTS

#### *Accreditation Statements*

SLEEP 2009 has been planned and implemented through the joint sponsorship of the American Academy of Sleep Medicine (AASM) and the Associated Professional Sleep Societies, LLC (APSS). The American Academy of Sleep Medicine is accredited by the Accreditation Council for Continuing Medical Education (ACCME) to provide continuing medical education for physicians. The ACCME mandates that accredited providers only offer *AMA PRA Category 1 Credits™* to physicians. The AASM will issue non-physicians and non-psychologists a letter of attendance outlining the number of *AMA PRA Category 1 Credits™* designated for the sessions they attend at SLEEP 2009.

To receive a Letter of Attendance, SLEEP 2009 attendees must register and pay the appropriate fee. The administrative fees are \$20 for members and \$35 for non-members. Individuals must complete an online evaluation form to receive the Letter of Attendance. Once the online evaluation form is complete and the credits have been verified, there will be a button at the top of your event page. Click on this button and a credit letter will be sent to your e-mail account. Further information will be detailed on the Letter of Attendance Reference Form included with your registration materials.

### **AAST CECS ARE NOT PROVIDED FOR SLEEP 2009 SESSIONS.**

### **DO NOT FORGET TO REGISTER FOR CREDITS**

Follow the instructions below to ensure that you receive CME, CE and Letter of Attendance credit for **SLEEP 2009**:

1. Register for CME, CE for psychologists or a letter of attendance and pay the appropriate fee. **NOTE: There is a fee separate from the general session registration fee for CME, CE for psychologists or letters of attendance. If you have not yet registered for these credits, please visit the SLEEP 2009 registration desk in the South Lobby on the fourth floor of the Washington State Convention and Trade Center.**
2. Pick up the appropriate Reference Form at the Continuing Education table in the South Lobby on the fourth floor of the Washington State Convention and Trade Center.
3. Track the sessions that you attend at SLEEP 2009 use the comments section to make notes that will help you to complete the online evaluation.
4. For CME or a letter of attendance, visit [www.sleepmeeting.org/credits](http://www.sleepmeeting.org/credits) to complete an online evaluation form at the conclusion of SLEEP 2009. For CE for psychologists, visit [www.cmecertificateonline.com](http://www.cmecertificateonline.com) at the conclusion of SLEEP 2009 to complete an online evaluation form.
5. Upon completion of the online evaluation form, credit letters will be sent to your e-mail account.

#### **DEADLINES TO COMPLETE ONLINE EVALUATION FORM:**

**October 1, 2009, for CME and  
Letters of Attendance**

**July 31, 2009, for CE for Psychologists**

*After these dates, individuals will no longer  
be able to receive credit.*