**CME Checklist**

All educational requirements are the responsibility of the organization making the application.

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| **Pre-Application Requirements** | |
|  | Review the “Guide to the Process” document provided by the NMA |
|  | Pre-application for initial approval |
|  | |
| **Post Pre-Application Approval Requirements** | |
|  | Application fee: $300.00 |
|  | Self-Study |
|  | Activity files |
|  | Evaluation summary with outcomes/response data (post-test, etc.) |
|  | Performance-in-Practice (PIP) structure abstract for each activity file |
|  | Written agreements for any commercial support, exhibitors, etc. (form available) |