

Example Agendas for Application / Activity File

Activity under two hours:

Welcome & Overview of Content	10:00 – 10:10 a.m.	Note – requesting CH for 5 min of this
Alcohol Screening Science	10:10 – 10:30 a.m.	
Implementing Interventions	10:30 – 10:50 a.m.	
Break	10:50 – 11:00 a.m.	No CH
Screening Practice	11:00 – 11:20 a.m.	
Next Steps	11:20 – 11:27 a.m.	
Evaluation	11:27 – 11:30 a.m.	
TOTAL	80 minutes	1.33 Contact Hours

Note – We are rounding down to match CME credit total. 1.25 per rounding instructions.

Activity two hours or over:

Session	Time	# Minutes	Contact Hours
Welcome and content overview	9:00 – 9:10 a.m.	5 min only of this for contact hours	0.08
Keynote 1 – Beyond the Crisis	9:10 – 10:00 a.m.	50 min	0.83
Plenary A – Watching for the Future	10:00 – 10:45 a.m.	45 min	0.75
Plenary B – The Future is Here	10:00 – 10:45 a.m.	45 min - concurrent	
Plenary C – Breakthroughs in CHF	10:00 – 10:45 a.m.	45 min – concurrent	
Break	10:45 – 11:00 a.m.		0
Keynote 2 – Diagnostic Screening	11:00 – 11:50 p.m.	50 min	0.83
Breakout 1 – Heart Health	11:50 – 12:30 a.m.	40 min	0.66
Breakout 2 – Finding Balance	11:50 – 12:30 p.m.	40 min - concurrent	
Breakout 3 – New Treatment Plans	11:50 – 12:30 p.m.	40 min - concurrent	
Lunch	12:30 – 1:15 p.m.		0
Keynote 3 – Patient Story	1:15 – 2:00 p.m.	45 min	0.75
Plenary D – Medication Plans for MI	2:00 – 2:45 p.m.	45 min	0.75
Plenary E – Chapter Meetings	2:00 – 2:45 p.m.	No contact hours	0
Plenary B (repeat)	2:00 – 2:45 p.m.	45 min concurrent	repeat
Closing wrap up and Evaluation	2:45 – 3:00 p.m.	15 min	0.25
TOTAL Contact Hours One Participant Can Earn			4.9
TOTAL Contact Hours			7.72

Per Rounding Instructions – Rounding up to 5.0 from 4.9 per participant.