

Wisconsin Nurses Association Continuing Education Approval Program
Required Disclosures to Learners

To create the required disclosures to learners:

1. Choose how learners will see the information. You may create a slide that will be shown, put them on the agenda or another document that all learners will receive prior to the activity starting, or someone may read them verbally prior to the start of the activity. (If someone is reading the disclosures, you must still submit the evidence of what they will read).

2. All disclosures must have the following
 - a. The criteria for successful completion that **matches what was put in the application** (what must the learner do to receive contact hours)
 - b. This nursing continuing professional development activity was approved by the Wisconsin Nurses Association, an accredited approver by the American Nurses Credentialing Center's Commission on Accreditation.

3. If the following apply to your activity, you will place these in the disclosures also:
 - a. If the activity is **clinical**, a statement about presence or absence of relevant financial relationships is required.

If there are no relationships found: No one with the ability to control the content of this activity has a relevant financial relationship with an ineligible company.

If there are relationships that had to be mitigated: No one with the ability to control content of this activity has a relevant financial relationship with an ineligible company, except __ (name) __ who is a __ (role) __ at __ (name of ineligible company) ____. This relationship has been mitigated.

- b. If the activity is **enduring/recorded**, the expiration date of the activity. (No more than 2 years from the start of the activity).
- c. If there is **commercial support**: Commercial support received from __ (name of ineligible company) __
If **in-kind commercial support** received: In-kind commercial support received from __ (name of ineligible company) __
- d. If the activity is **jointly provided**: This activity is jointly provided with __ (name of joint provider) __