

Enduring Materials

Frequently Asked Questions

What are Enduring Materials?

Enduring Materials are continuing medical education activities which a learner is able to complete on their own time. Enduring Materials include recorded lectures, webinars, podcasts or online modules. Enduring Materials allow a learner to learn anywhere, anytime.

Who can create an Enduring Material?

Any faculty member or planner may propose an Enduring Material; however, each Enduring Material activity must have:

- A course director and planning committee
- A completed *Tilman J. Fertitta College of Medicine Continuing Medical Education Program Planning Form*
- Review and approval of the Enduring Material *Tilman J. Fertitta College of Medicine Continuing Medical Education Program Planning Form* by the Office of Continuing Medical Education and the Continuing Medical Education Committee

What must every Enduring Material include?

To receive CME credit, Enduring Materials must clearly demonstrate:

- Target audience and statement of need
- Learning objectives
- Faculty names and credentials
- Accreditation and credit designation statements (provided by the Office of Continuing Medical Education)
- Disclosure of financial relationships for all planners, faculty, and reviewers (plus documentation of mitigation)
- Estimated time to complete (must match credit hours, e.g., 0.5 credit = 30 minutes)
- Release date, review date, and expiration date (every 3 years)
- Post-test with explanations for answers
- Passing score of 80% or higher
- Evaluation form (to measure outcomes and detect bias)
- References/bibliography for further study
- Contact information for technical support, content questions, and Office of Continuing Medical Education assistance

How do learners earn credit?

1. Review the objectives, disclosures and instructions.

2. Complete the activity fully.
3. Score 80% or higher on the post-test.
4. Claim Credit and submit the evaluation survey.
5. Download certificate.

How long is an Enduring Material valid?

- Approval lasts for 3 years.
- Activities are reviewed annually to ensure content is up to date.
- If information becomes outdated, the activity must be revised or withdrawn.

What about accessibility?

Fertitta College of Medicine requires all enduring materials to meet ADA accessibility standards, which means:

- Captions on videos
- Alt text for images and graphics
- Screen reader–friendly documents

What if I want to use copyrighted material?

Faculty must:

- Secure permissions for re-used content (graphs, tables, charts, etc.)
- Complete Academic Material Release and Media Release forms before recording or distribution

What happens if I convert a live activity to Enduring Materials format?

You will need to submit two (2) separate CME applications — one for the live event and one for the Enduring Material. Each will be reviewed and approved separately by the Office of Continuing Medical Education and the Continuing Medical Education Committee.

How long does it take to create an Enduring Material?

On average, expect 6–8 weeks to complete the process from planning to release.

For more detailed information on Enduring Materials, please refer to the following Office of Continuing Medical Education policy:

- Enduring Materials for Continuing Medical Education Activities

Still have questions?

Contact the Office of Continuing Medical Education at comcme@Central.uh.edu