



# ISMPP University

Recognize the Power of the CMPP™  
Credential: Digital Innovations and Insights  
into Earning and Retaining Your Credential

July 30, 2020



Webinar will begin  
promptly at:  
11 AM ET / 4 PM GMT



# For Your Best Webinar Experience...

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## To optimize your webinar experience today:

- Use a hardwired connection if available
- Use the fastest internet connection available to you
- Please be sure to increase the volume of your computer speakers if you are using your computer to access



# How To Ask Questions

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- Feel free to ask a question at any time, however all questions will be held until the end the of the presentation.
- **To ask a question**, open the Q&A window, type your question into the Q&A box.  
**Click Send**
- **Note:** Check **Send Anonymously** if you do not want your name attached to your question in the Q&A
- We will make every effort to respond to all questions live (out loud)



# Learning Objectives

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- At the end of this webinar, attendees should be able to:
  - Understand the CMPP™ exam eligibility requirements, subject matter on the exam, available resources for study, and the value and benefits of certification
  - Know the requirements to maintain certification, including how and when to apply for recertification, minimum credit hours, and how to enter CE credits and document participation
  - Recognize recent developments and resources in the CMPP program, including the new, improved CE Credit Tracker, introduction of digital certificates, and the addition of more online self-study activities



# Megan Weigel, ISMPP CMPP™

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- Background
  - BA in Organizational Communication (SUNY)
- Bristol Myers Squibb
  - Global Communication Quality and Compliance Manager
  - Leads internal initiatives to monitor compliance related to good publication practices and minimize risk
  - Has developed and implemented training sessions on industry and client best practices
- Awarded CMPP certification in 2018
- Has served as CMPP Exam Mentor to several candidates across many exam windows and has participated in exam item writing
- Secretary of the ISMPP Certification Board



# Dana Fox, PhD, ISMPP CMPP™

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- Background
  - PhD in Molecular and Cellular Biology (University of Massachusetts and Virginia Tech)
- Caudex
  - Managing Client Service Director
  - Provides high-level scientific, commercial, operational, and financial insight combined with account leadership of account services and scientific services
  - Has led communication and publication planning activities in several therapeutic areas
- Awarded CMPP certification in 2010
- Served as Co-Chair of Recertification Committee for several years
- Currently serves on the ISMPP Certification Board



# Danita Sutton, ISMPP CMPP™

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- Background
  - PhD in Pharmacology (Yale University)
  - > 20 years' experience in medical communications and global medical publications
  - Served previously on Certification Board, Credentialing Committee, and Recertification Committee
  - Served as Subject Matter Expert for original exam development and assembly
- Awarded CMPP in 2009 and has recertified once via credit and once via exam
- Director, Credentialing for ISMPP



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*Opinions presented reflect those  
of the presenters and do not represent  
the position of their respective  
organizations*





# CMPP™ Program Background

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# Why the CMPP Program Was Created



## Certified Medical Publication Professional Credential

A formal, voluntary,  
professional certification  
program to promote adherence  
to the highest standards of  
integrity and transparency in  
medical publishing



# Credentialing Platform and Overview

ISMPP Board of Trustees

**CMPP VISION:** The recognized credential for medical publication professionals worldwide

Certification Board (n=7)

**CMPP MISSION:** To maintain and govern the CMPP credential through a process of examination, certification, and recertification to ensure that CMPP certificants demonstrate integrity and expertise as medical publication professionals and possess a commitment to ethical and transparent publication practices that protect the public and profession

VALUE

Credentialing Committee (n=8)

Recertification Committee (n=10)

Certification Board Nominations Committee (n=3)

Self-Study Task Force (n=14)

Exam Development Subject Matter Experts (n=~8)

Mentors (n=25)



# CMPP™ Program Has Gone Digital!

- CMPPs are now provided a digital certificate, or *badge* (vs printed certificate)
- Easy to track, share, access anywhere any time
- Click on badge for metadata
  - Issue date
  - Expiration date
  - Proficiency and skills
- Badges can be shared
  - LinkedIn
  - Facebook
  - Twitter
  - Email signature
  - CV or resume





# Digital Badge Metadata in One Click



This badge was issued to [Danita Sutton](#) on 1 February 2009.  
Expires on 31 December 2022

Share



[Additional Details](#)

## Certified Medical Publication Professional™

Issued by [International Society for Medical Publication Professionals](#)

Earners of the Certified Medical Publication Professional™ credential have demonstrated proficiency in all aspects of good publication practice in the field of medical publications related to pharmaceutical, biotechnology, and medical device research. They are knowledgeable [More...](#)

### Skills

Ethical And Transparent Data Dissemination

Good Publication Practice

Medical Publication Professional

Medical Publications

Medical Publishing Trends

Publication Compliance

Publication Plan Development

Publication Plan Implementation

### Evidence

Certificate number  
1018



# CMPP Exam Scope and Requirements

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# CMPP Certification Exam Development

ISMPP collaborates with Professional Testing, Inc. (PTI), expert psychometricians who oversee the testing process to ensure adherence to credentialing guidelines set forth by:

- American Psychological Association (APA)
- American Educational Research Association (AERA)
- National Council on Measurement in Education (NCME)

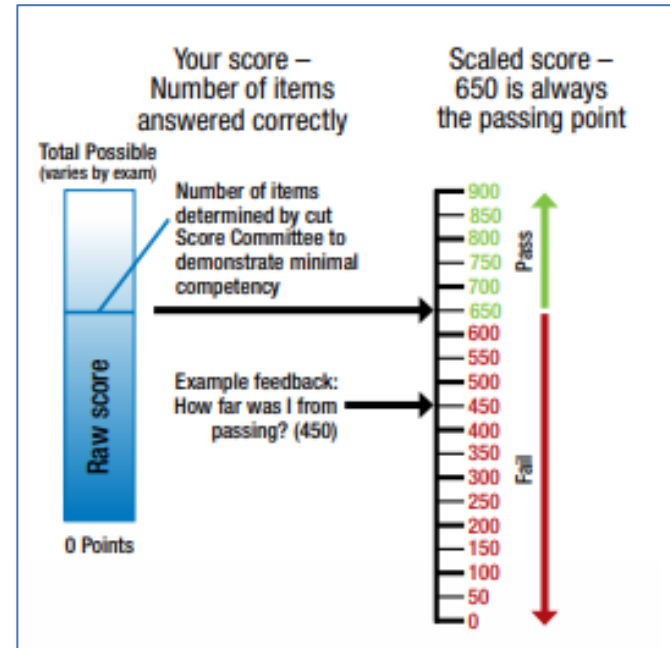
The Certification Board and PTI collaborate with subject matter experts who work in the field to build the blueprint of the exam, develop the exam questions, determine the passing score, etc.

Psychometrics refers to the measurement of individuals' psychological attributes, including job-related knowledge, skills, and abilities



# Scaled Scoring of the CMPP Exam

- The **raw score** is converted to a **scaled score** which takes the difficulty of the questions, and other factors into account
  - Consistent way to report exam results from one administration to the next when the item questions can vary
  - This is a best practice in the testing industry
- Diagnostic feedback provided for candidates who do NOT pass the exam
  - A number representing a scaled score will be provided
  - The scaled score is intended to help candidates better understand how close they were to the passing point
  - Performance by content domain to highlight areas for additional study

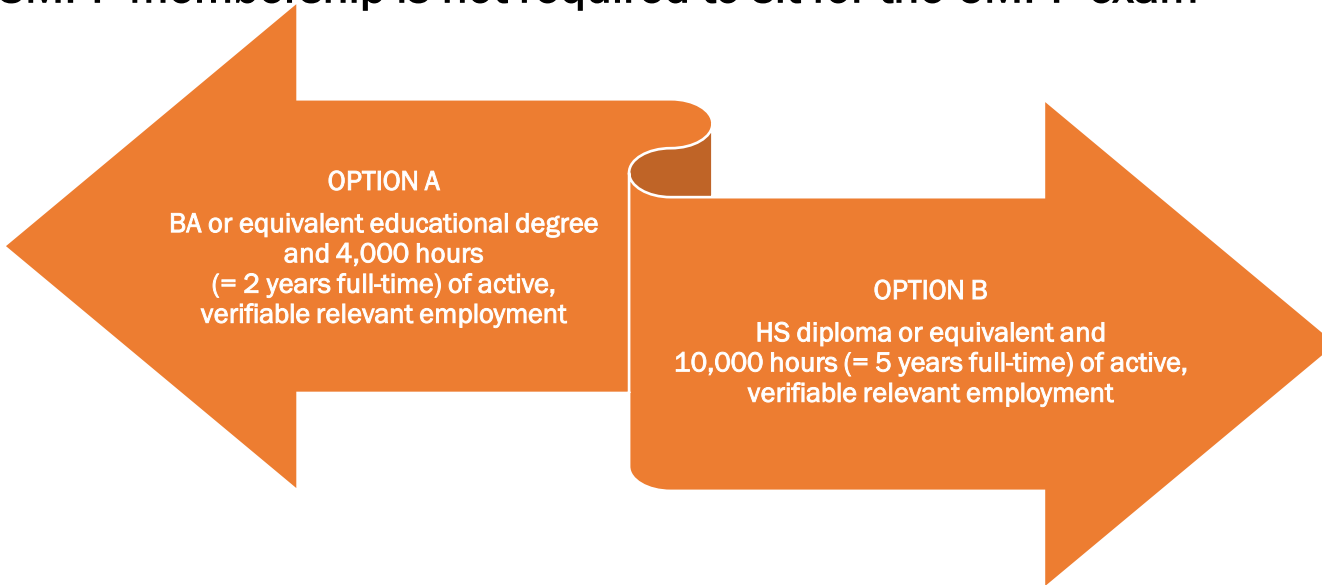






# Exam Eligibility Criteria

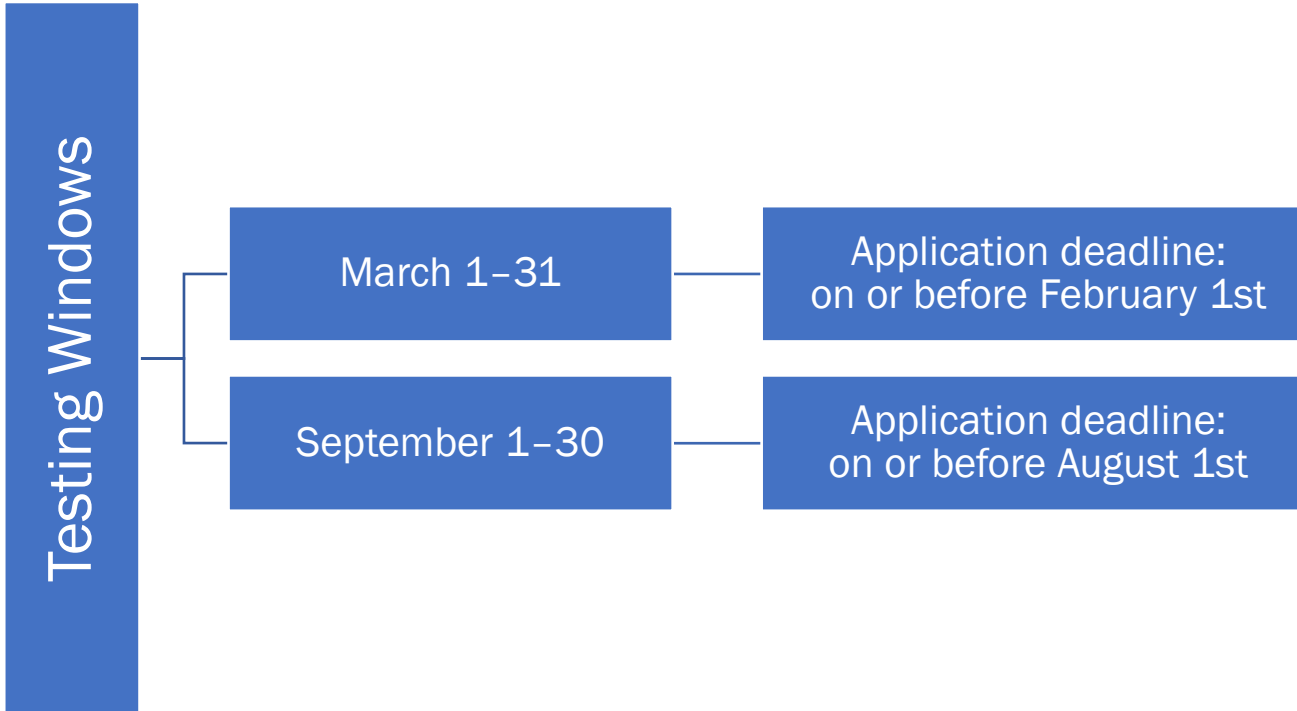
ISMPP membership is not required to sit for the CMPP exam



Your application is reviewed prior to notification  
that you qualify to sit for the exam



# Biannual Testing Windows





# COVID-19 Impact on Certification

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- Due to the coronavirus pandemic, many of the scheduled March exams were not delivered
- A new testing window was opened for June
  - Many exam sites were still closed in June due to local regulations and lockdowns
  - Many candidates were hesitant to go to a test center in June
- Candidates who did not take the exam in March or June are authorized to take their exam in September
- The CMPP Program has implemented a new recertification policy due to COVID-19
- All candidates will have the opportunity to certify or remain certified regardless of the pandemic



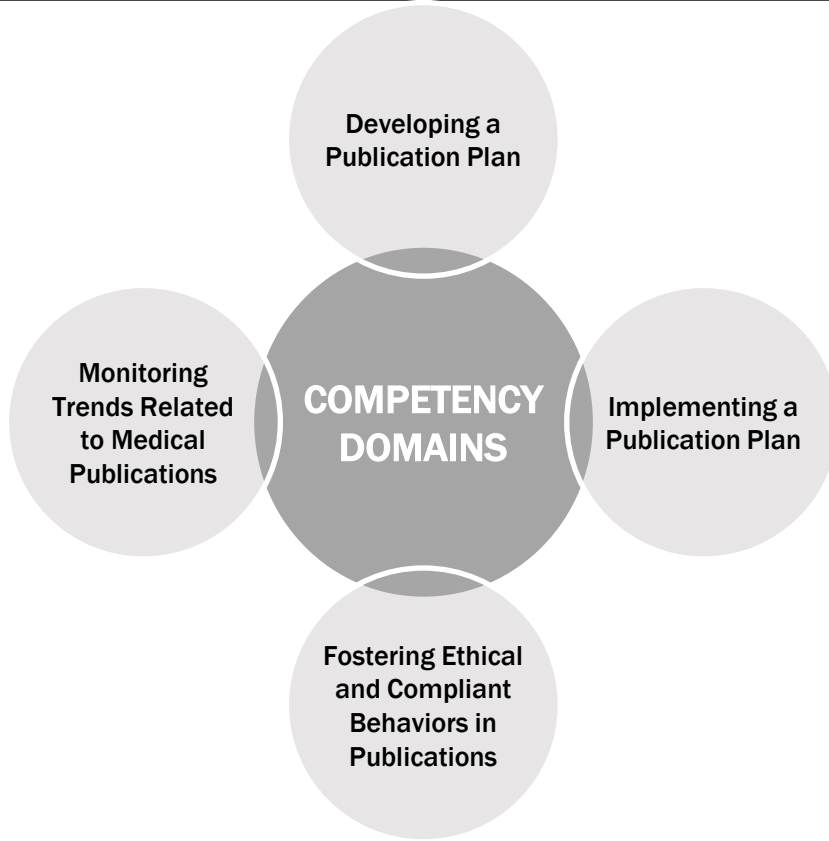
# 2020 ISMPP Policy on Recertification: Extended Time to Recertify

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- In response to the COVID-19 pandemic, ISMPP is extending the time for CMPPs to recertify via exam by 1 year, or until the end of 2021
- This applies only to CMPPs with a certification expiry of **12/31/2020**
- This is a *one-time* extension that will not extend the next certification cycle
- **Therefore, if recertification occurs in 2021 for a 2020 expiration, the next cycle still expires in 2023**
- CMPPs who recertify *via credit* will not be offered an extension



# Exam Description and Subject Matter

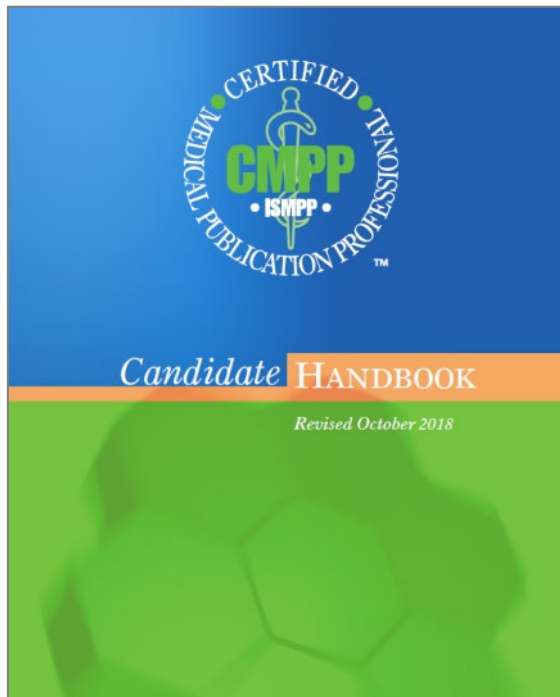


- **WHAT:** 150-question, computer-based, multiple-choice exam that tests general knowledge across all relevant areas of medical publication planning and execution, including application of experience
- **WHEN:** Offered every March and September
- **WHERE:** Pearson VUE testing centers worldwide



# Study Resources for CMPP Candidates

## Candidate Handbook



## Code of Conduct



**INTERNATIONAL SOCIETY FOR MEDICAL PUBLICATION PROFESSIONALS, INC. (ISMPP)**

**CERTIFICATION PROGRAM  
CODE OF CONDUCT**

**Introduction**

The International Society for Medical Publication Professionals, Inc. (ISMPP) is a non-profit, professional association dedicated to: advancing the practice of medical publication planning and development; supporting medical publication professionals; and promoting ethical medical publication practices. The ISMPP Certified Medical Publication Professional (CMPP) Certification Program (Certification Program) credentials medical publication professionals who have met the professional standards established by the ISMPP Certification Board.


The Certification Program **Code of Conduct (Code)** establishes the core ethical standards for the professional behavior of CMPP applicants and certificants. The **Code** is designed to provide enforceable standards of conduct. Conduct matters related to this **Code** will be reviewed and processed consistent with the Certification Program **Conduct Case Procedures**.

**General Conduct Standards:**

CMPP applicants and certificants provide quality, professional services in a manner that promotes integrity and transparency, and reflects positively on the profession, consistent with accepted ethical and legal standards.

CMPP applicants and certificants pledge and agree to: act with integrity and transparency; practice with fairness and honesty; act consistent with established standards of professional conduct; accept responsibility for their actions; continually seek to enhance their professional capabilities; and encourage others to act in an appropriate professional manner, consistent with all ISMPP certification standards and the conduct principles set forth below.

## Study Resources



**ISMPP CMPP™ Study Resources**

The references listed below include critical source material to aid the CMPP™ candidate in preparation for the CMPP™ Certification Exam. It will be important for candidates to be familiar with the core critical references listed as they represent important go-to resources for publication professionals.

Supplemental references are also provided for each of the four knowledge domains the exam covers – **Develop a Publication Plan, Implement a Publication Plan, Foster Ethical and Compliant Behavior in Publications and Monitor Trends Related to the Medical Publication Profession** – to help candidates gain more insight into specific areas. Some of these source documents will be applicable and relevant to more than one domain.

It's important to note that exam preparation should not be limited to the references contained in this list. For ISMPP members, the archived [ISMPP U](#) and [Annual Meeting presentations](#) are excellent resources that can be accessed and used to review key topics as well as refresh knowledge about specific areas.

To access these resources you may sign into the [ISMPP Member Center](#).

**Preparation**

The best way to prepare for the CMPP™ exam is through day-to-day practical experience, working alongside experienced medical publication professionals and participation in ongoing continuing education in the field. As you begin creating an individualized study plan, you will find this guide provides a comprehensive – but not exhaustive – list of useful resources of supplemental information for exam candidates in those areas where they may not have direct experience.

We hope this helps you identify and fulfill any knowledge gaps you may have as you prepare for the exam.

Good luck!

**Critical Reference List**

**Supplemental Reference List**

**Useful Websites**





# Mentor Program: Support for Candidates



ARE YOU CONSIDERING ISMPP CMPP™ CERTIFICATION?  
NOT SURE WHERE TO START OR HOW TO PREPARE?

## ASK A MENTOR!

With the next exam just around the corner, you still have time to benefit from the assistance of a skilled Mentor.

Simply send your request for a Mentor to [cmpp@ismpp.org](mailto:cmpp@ismpp.org), and a Mentor will be assigned to contact you directly for individual and customized support.



## HOW A CMPP™ MENTOR CAN HELP YOU...

Mentors are ISMPP CMPP™ certified and have a solid understanding of the eligibility and testing requirements. Mentors can assist applicants by:

- Discussing the value of our industry's only credential
- Providing guidance on the exam application
- Strategizing exam preparation
- Navigating study resources
- Advising on exam-day readiness

### EXAM DATES:

March 1–31

Application deadline February 1

September 1–30

Application deadline August 1

# Make the Most of Your CMPP™ Credential

- ✓ Include the CMPP digital badge in your e-mail signature and on your business card
- ✓ Showcase your credential (digital badge) on your CV or résumé
- ✓ Share your badge on social media (LinkedIn, Facebook, Twitter)
- ✓ Highlight that you and/or colleagues are credentialed in RFI/RFP responses
- ✓ Become an official CMPP Mentor to help others earn their certification
- ✓ Take advantage of your eligibility for other ISMPP Committees and ISMPP job postings
- ✓ Market yourself as a CMPP certificant
- ✓ Tell your friends and colleagues!





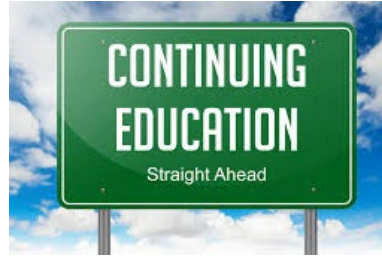
# Recertification: Maintaining Your Certification

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# The Benefits of Continuing Education (CE)

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- CE is lifelong learning beyond a degree or certificate program
- Obtaining CE credits, instead of taking an exam, allows you to continuously improve your knowledge and practice, rather than “cramming” for a test
- CE allows you to keep abreast of the latest developments in your field
- Required for medical fields, law, and other professionals



# Two Options for CMPP Recertification

## Option 1: Continuing Education (CE)

- Complete required CE credits during certification period
  - 8 CE credits (minimum) must be earned in each calendar year
  - ≤ 12 CE credits may remain to be earned in the final year
- Submit a Recertification Application
- Continue to meet eligibility requirements
- Pay application fee

## Option 2: Certification Examination

- Achieve a passing score on the CMPP Certification Examination during the final calendar year of the certification period
  - For example, if your certification expires in December 2021, you must take the exam no earlier than March 2021 and no later than September 2021
- Submit a Recertification Application
- Continue to meet eligibility requirements
- Pay application and exam fees

# Requirements to Maintain Active Certification Status

- Regardless of recertification method, all certificants must meet the following requirements to maintain active certification status in good standing:
  - Active employment/practice in the field (at least 3 years of active employment or practice in the field of medical publication during certification period)
  - Commitment to ethical standards
  - Compliance with certification policies (including payment of recertification fees)





# Recertification Cycles

Year exam taken	2015	2016	2017	2018	2019	2020
Cycle (# of years)	5	5	3	3	3	3
Year credit period begins <sup>a</sup>	2016	2017	2018	2019	2020	2021
Year credit period ends	2020	2021	2020	2021	2022	2023
Year to recertify	2020	2021	2020	2021	2022	2023
Total # of credits needed	50	50	30	30	30	30
Credits required per year <sup>b</sup>	≥8 credits per year but ≤12 in final year					

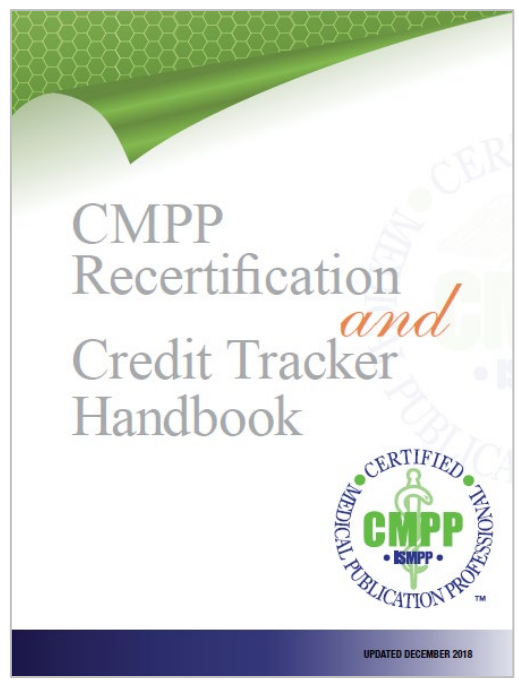
<sup>a</sup>Period beginning January 1 for each certification cycle

<sup>b</sup>Exceptions can be made on a case-by-case basis




# Key Resources for Recertification

## Recertification Handbook



## Recertification Policy



**INTERNATIONAL SOCIETY FOR MEDICAL PUBLICATION PROFESSIONALS, INC. (ISMPP)**  
**RECERTIFICATION POLICY**

**A. Introduction.**

The International Society for Medical Publication Professionals, Inc. (ISMPP) sponsors and administers a rigorous, examination-based, professional certification program – designated as the ISMPP Certification Program. Those individuals who have been granted the Certified Medical Publication Professional (CMPP) credential must demonstrate an ongoing professional commitment to the field of medical publication by satisfying the requirements of this Policy.

Effective as of October 29, 2018, this Policy revised and replaces the July 30, 2016, Policy that establishes and explains the requirements that must be satisfied in order to maintain certification and provides related information, including the standards, guidelines, and procedures of the ISMPP Certification Program. Inquiries or questions concerning this Policy or the recertification process should be directed to the ISMPP Director of Credentialing (cupp@ismpp.org).

**B. Statement of Purposes.**


The ISMPP Certification Program supports the ongoing professional development of ISMPP certificants and the maintenance of the CMPP certification. Among other purposes, the Certification Program is intended to require reasonable and appropriate continuing educational and professional activities; enhance the ongoing professional development of certificants; encourage and recognize individualized learning opportunities; and, provide a standardized, objective, and straightforward process for attaining and recording professional development activities.

**C. Recertification Requirements.**

Consistent with the terms of this Policy, certificants must satisfy the following requirements in order to maintain certification.

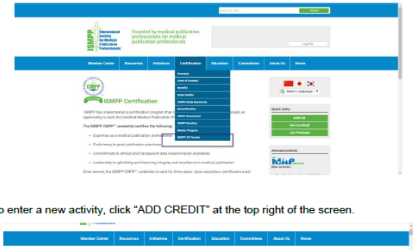
- 1. Recertification Eligibility Options.** A certificant may choose one (1) of the following two (2) methods for recertification:
  - a. First Recertification Method/Continuing Education:** Fulfill the requirements for continuing education (CE) credit hours as set forth in this Policy.

## Credit Tracker Instruction Guide



**NEW AND IMPROVED ISMPP CE CREDIT TRACKER**  
**Instructions for Use**

The ISMPP CE Credit Tracker can now be found under the **Certification** tab on the ISMPP website ([www.ismpp.org](http://www.ismpp.org)).



To enter a new activity, click "ADD CREDIT" at the top right of the screen.



# Credit Areas and Requirements for Recertification



Requirements over 5-year period (50 credits)				
Dev Pub Plan	Imp Pub Plan	Fost Ethic & Comp Behav	Mon Evol Trends	Candidate Choice
5	5	5	5	Up to 30

Requirements over 3-year period (30 credits)				
Dev Pub Plan	Imp Pub Plan	Fost Ethic & Comp Behav	Mon Evol Trends	Candidate Choice
3	3	3	3	Up to 18



# Credit Reporting Requirements for Recertification

You are responsible for ANNUAL reporting of your recertification activities

- Your CE credits and other activities you want to claim credit for must be recorded in your Credit Tracker by January 31 following each calendar year in which credits have been earned
- Example for 2019 test: ensure your CMPP Credit Tracker is up to date by January 31, 2021 for CE credits earned in 2020 and by January 31 of each remaining successive year of your certification cycle
- You do not need to wait until January to update your information!

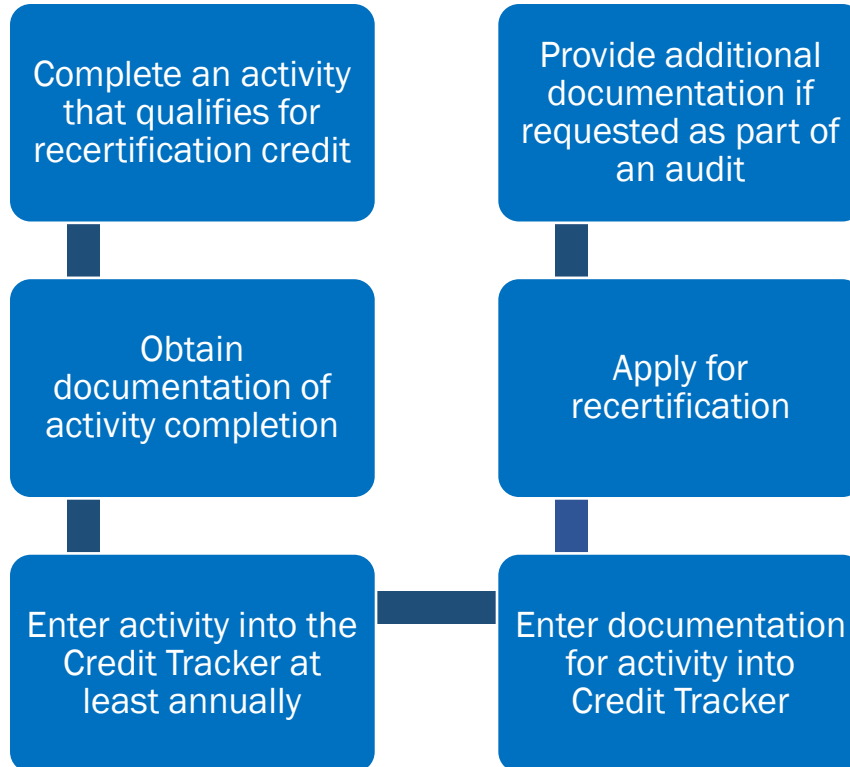
You must maintain thorough, accurate records of your CE activities and upload to your CE Tracker all required documentation pertaining to the course or activity

- Documentation for each activity must be uploaded into your Credit Tracker
- You may be asked to supply more information/clarity prior to granting of credit
- Each year, audits are conducted on randomly selected recertification applications
- You will be contacted should you be randomly selected for audit





# Step-by-Step Guide to Recertifying by Credit

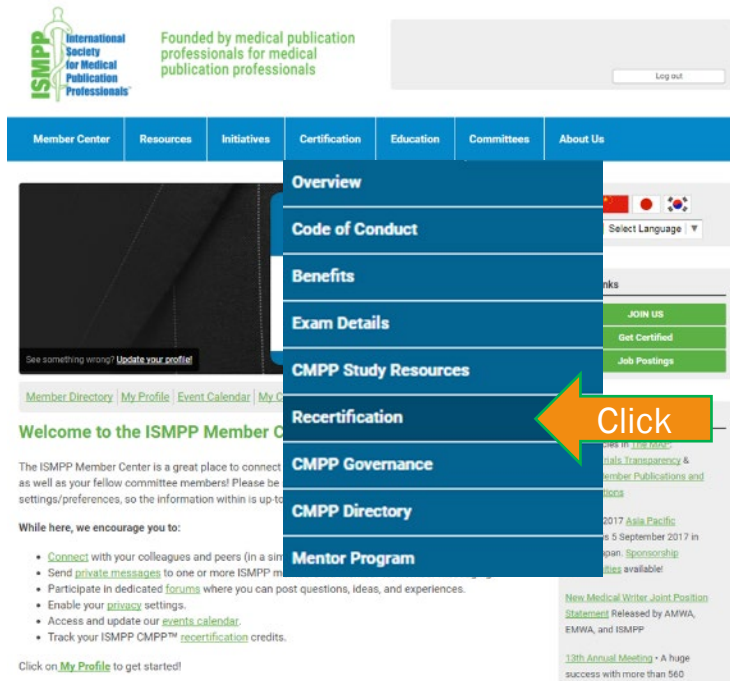




# Types of Activities that Qualify for CE Credit

Activity type	Examples
Educational Webinars	ISMPP University
ISMPP-sponsored Meetings	Annual Meeting EU Meeting AP Meeting ISMPP West
Other Professional Activities (eg, Seminars, Workshops, Courses, Meeting Sessions)	CBI TIPPA Q1
Self-Study	ISMPP self-study activities Pre-recorded audio/video programs Self-paced online courses
Presentation or Publication in Medical Publications Field	Presentation during industry meeting Author of paper related to medical publications
Development of a Self-Study Activity	
Development of a New Learning Activity	Internal company courses Courses for professional attendance
CMPP Exam Development Activities	Item writing Exam Form review

# How to Find Preapproved CE Activities



International Society for Medical Publication Professionals

Founded by medical publication professionals for medical publication professionals

Log out

Member Center Resources Initiatives Certification Education Committees About Us

Overview

Code of Conduct

Benefits

Exam Details

CMPP Study Resources

Recertification

CMPP Governance

CMPP Directory

Mentor Program

Click

Member Directory | My Profile | Event Calendar | My Profile

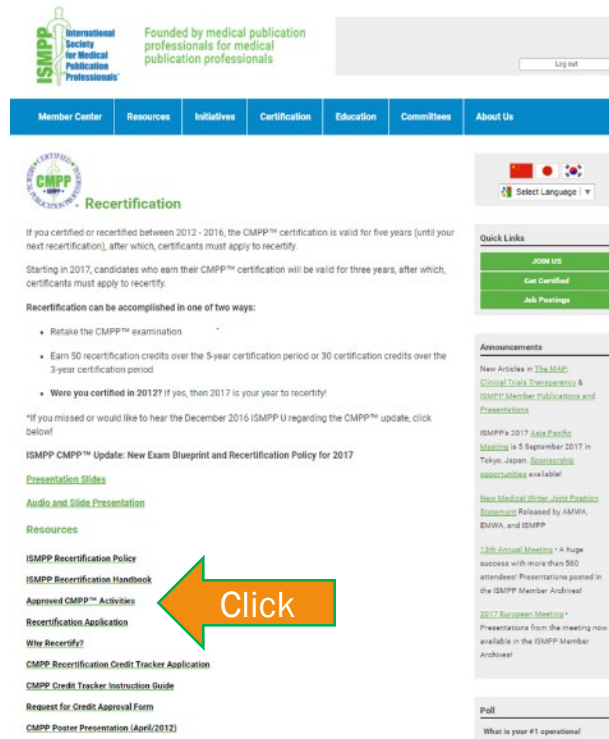
Welcome to the ISMPP Member Center

The ISMPP Member Center is a great place to connect with your fellow committee members! Please be sure to update your settings/preferences, so the information within is up to date.

While here, we encourage you to:

- [Connect](#) with your colleagues and peers (in a simulated environment)
- Send [private messages](#) to one or more ISMPP members
- Participate in dedicated [forums](#) where you can post questions, ideas, and experiences.
- Enable your [privacy](#) settings.
- Access and update our [events calendar](#).
- Track your ISMPP CMPP™ [recertification](#) credits.

Click on [My Profile](#) to get started!



International Society for Medical Publication Professionals

Founded by medical publication professionals for medical publication professionals

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Member Center Resources Initiatives Certification Education Committees About Us

Recertification

Select Language

Quick Links

JOIN US

Get Certified

Job Postings

Announcements

New Article in [The MPP](#): Clinical Trials Transparency & ISMPP Member Publications and Presentations

ISMPPA 2017 Asia Pacific Meeting is 5 September 2017 in Tokyo, Japan. [Sponsorship opportunities](#) available!

[New Medical Writer Joint Position Statement](#) Released by AMWA, EMWA, and ISMPP

[13th Annual Meeting](#) - A huge success with more than 560 attendees! Presentations posted in the ISMPP Member Archive!

[2017 Business Meeting](#) - Presentations from the meeting now available in the ISMPP Member Archive!

Recertification

If you certified or recertified between 2012 - 2016, the CMPP™ certification is valid for five years (until your next recertification), after which, certificants must apply to recertify.

Starting in 2017, candidates who earn their CMPP™ certification will be valid for three years, after which, certificants must apply to recertify.

Recertification can be accomplished in one of two ways:

- Retake the CMPP™ examination
- Earn 50 recertification credits over the 5-year certification period or 30 certification credits over the 3-year certification period
- Were you certified in 2017? If yes, then 2017 is your year to recertify!

\*If you missed or would like to hear the December 2016 ISMPP U regarding the CMPP™ update, click below!

ISMPP CMPP™ Update: New Exam Blueprint and Recertification Policy for 2017

[Presentation Slides](#)

[Audio and Slide Presentation](#)

Resources

ISMPP Recertification Policy

ISMPP Recertification Handbook

Approved CMPP™ Activities

Recertification Application

Why Recertify?

CMPP Recertification Credit Tracker Application

CMPP Credit Tracker Instruction Guide

Request for Credit Approval Form

CMPP Poster Presentation (April 2012)

Click

What is your #1 operational



# List of Approved CMPP Activities

Expandable

Smartsheet Inc. [US] | <https://app.smartsheet.com/b/publish?EQ&CT=3308aa2f0f874317bf2237c52573b9f0>

List of Approved CMPP Activities (View Only)

Course	CreditHours	Credit Type	Date	Authorization
ISMPP U Pre-Approved Courses				
ISMPP Annual Meeting Pre-Approved Courses				
ISMPP European Annual Meeting Pre-Approved Courses				
APAC Regional Pre-Approved Courses				
AMWA Annual Meeting Pre-Approved Courses				
EMWA Pre-Approved Courses				
CBI Pre-Approved Courses				
TIPPA Pre-Approved Courses				
DIA Approved Courses				
Q1 Productions Pre-Approved Courses				
MedComms Networking				
The Publication Plan Group Seminar				
Other Pre-Approved Activities				
Exam Activities				



# A Total of 14 Self-Study Activities in a Variety of Formats Currently Available

## Activity topics include:

- Article level metrics
- Social media and publications
- Patient involvement in scientific communications
- Effective insight communication (data storytelling)
- And many more!



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# How to Find Self-Study Activities

Search...

File Automation Forms List of Approved CMPP Activities Share

Course	Credit/Hours	Credit Type	Date	Authorization	Column6
<b>Exam Activities</b>					
<b>Self-study Activities</b>					
7022	Introduction to Systematic Review and Meta-Analysis Course (NOTE: must enroll in full course for certificate to earn credit)	7.0 upon completion of full course	Monitor Evolving Trends Related to Medical Publications	07/11/18	Authorization code provided at completion of activity
7023	Click here to access activity: <a href="https://www.surveymonkey.com/r/1XHCXKM">https://www.surveymonkey.com/r/1XHCXKM</a>	0.5	Implement Publication Plan	08/21/18	Authorization code provided at completion of activity
704	Article: "Intellectual contributions meriting authorship: Survey results from the top cited journals across all science categories" (No fee)	0.5	Develop Publication Plan	08/21/18	Authorization code provided at completion of activity
705	Click here to access the activity: <a href="https://www.surveymonkey.com/r/KGFNTT3">https://www.surveymonkey.com/r/KGFNTT3</a>	0.5	Develop Publication Plan	08/21/18	Authorization code provided at completion of activity
705	Article: "How to avoid common problems when using ClinicalTrials.gov in research: 10 issues to consider" (No fee)	0.5	Develop Publication Plan	08/21/18	Authorization code provided at completion of activity
706	Click here to access the activity: <a href="https://www.surveymonkey.com/r/6KNNI27">https://www.surveymonkey.com/r/6KNNI27</a>	0.5	Develop Publication Plan	08/21/18	Authorization code provided at completion of activity
700	Webinar: "Effective Insight Communication"	1	Monitor Evolving Trends Related to Medical Publications	05/27/20	Authorization code provided at completion of activity
700	Click here to access the activity: <a href="https://www.surveymonkey.com/r/GK7CV8D">https://www.surveymonkey.com/r/GK7CV8D</a>	1	Monitor Evolving Trends Related to Medical Publications	05/27/20	Authorization code provided at completion of activity
707	Online Course: "Data Science Ethics" (NOTE: Must complete full course to receive credit)	3	Foster Ethical and Compliant Behavior in Publications	05/27/20	Authorization code provided at completion of activity
707	Click here to access the activity: <a href="https://www.surveymonkey.com/r/G8N8GB2">https://www.surveymonkey.com/r/G8N8GB2</a>	3	Foster Ethical and Compliant Behavior in Publications	05/27/20	Authorization code provided at completion of activity
708	Publication: "A Guide to Applying the Good Publication Practice 3 Guidelines in the Asia Pacific Region"	0.75	Foster Ethical and Compliant Behavior in Publications	05/27/20	Authorization code provided at completion of activity
708	Click here to access the activity: <a href="https://www.surveymonkey.com/r/CVXBC1JH">https://www.surveymonkey.com/r/CVXBC1JH</a>	0.75	Foster Ethical and Compliant Behavior in Publications	05/27/20	Authorization code provided at completion of activity
709	Webinar: "Social Media: A Useful Tool or a Distraction in Medical Publications"	0.5	Monitor Evolving Trends Related to Medical Publications	05/27/20	Authorization code provided at completion of activity
709	Click here to access the activity: <a href="https://www.surveymonkey.com/r/G7BHLMG">https://www.surveymonkey.com/r/G7BHLMG</a>	0.5	Monitor Evolving Trends Related to Medical Publications	05/27/20	Authorization code provided at completion of activity

The Activities list will note the number of credits and domain. Authorization codes are provided once the activity is completed.

*A maximum of 7 self-paced CE credits per year may be earned toward Recertification.*



# How to Access Self-Study Activities

Exit this survey



**CMPP Self-study: Introduction to Systematic Review and Meta-Analysis**

**CMPP Self-study CE Activity - Introduction to Systematic Review and Meta-Analysis**

Please click on this [link](https://www.coursera.org/learn/systematic-review#) and complete the course. When complete, answer the following assessment questions to receive your unique credit authorization code.

If the link doesn't open - please copy and paste into a separate browser:  
<https://www.coursera.org/learn/systematic-review#>

About this course: We will introduce methods to perform systematic reviews and meta-analysis of clinical trials. We will cover how to formulate an answerable research question, define inclusion and exclusion criteria, search for the evidence, extract data, assess the risk of bias in clinical trials, and perform a meta-analysis.

Upon successfully completing this course, participants will be able to:

Describe the steps in conducting a systematic review.

Complete the activity

On a scale of 1 to 5, with 5 being the highest rating, please rate the following:

\* 1. How would you rate the content of this activity?

5 4 3 2 1

Additional Comments:

\* 2. Was the material fair and unbiased?

5 4 3 2 1

Additional Comments:

\* 3. What were your key takeaways from the activity?

1.

2.


3.

After completion of the activity, answer the assessment questions to receive the authorization code



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<https://www.ismpp.org/ismpp-u-archive>

Thank you for your patience and understanding.

Unable to attend an ISMPP U presentation? Don't worry! They are archived on the ISMPP website.





# How to Find ISMPP U Presentations

The screenshot shows the ISMPP University website. At the top is a blue navigation bar with the following links: Member Center, Resources, Initiatives, Certification, Education, Committees, About Us, and Home. Below the navigation bar is a large banner featuring the ISMPP University logo on the left and a language selection dropdown on the right. The dropdown shows flags for China, Japan, and South Korea, with the text "Select Language" and a downward arrow.

**ISMPP University**  
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**NOTE TO MEMBERS:**

ISMPP prides itself on providing the most current information available with respect to standards, guidances, and best practices. To ensure that we meet these goals, from time to time, we will be reviewing previously posted materials from our educational initiatives to determine their continued relevance. Consequently, links to certain materials will be inactivated, reactivated, or removed as materials are reviewed.

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- [2019 Webinars](#)
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**The MAP NEWSLETTER**

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- [Subscribe to Our 1st InformED Podcast on Measuring Publication Value](#)
- [Patient Authorship: Three Key Questions \(& Answers!\) for Medical Communication Professionals - Part A and Part B](#)







# ISMPP CE Credit Tracker: How to Access

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**16th ANNUAL MEETING**  
 The Evolving Role of the Scientific Communication Professional in an Open World  
 JUNE 16-18, 2020  
 VIRTUAL MEETING  
  
  
 International Society for Medical Publication Professionals  
[www.ismpp.org](http://www.ismpp.org)

**Welcome to ISMPP!**  
 ISMPP (pronounced IzMap) is the only nonprofit organization representing medical publication professionals for medical publication professionals.

<https://www.ismpp.org/certification>

Since its inception in 2005, our membership has grown to more than 1,700 with representation from all stakeholders involved in the publication of medical research, including pharmaceutical, biotechnology, and

  
 Select Language ▼



# Entering a New Activity

Member Center Resources Initiatives Certification Education Committees About Us Home

Continuing Education Tracking

Hours total: 67.5  
Event / Session total: 62

ADD CREDIT EXPORT PDF

**Filter Credits**

APPLY FILTERS

RESET FILTERS

**Date Range**

Choose a start date

To

Choose an end date

**Category**

(None)

Develop Publication Plan

Foster Ethical and Compliant Beh

<b>Date Range</b>	5/27/2020 - 5/27/2020
<b>Event / Session</b>	Data Privacy Protection
<b>Hours</b>	1
<b>Category</b>	Foster Ethical and Compliant Behavior in Publications
<b>Added By</b>	Self
<b>Location</b>	
<b>Instructor</b>	
<b>Expiration</b>	
<b>Certificate</b>	<p>DOWNLOAD REPLACE</p>
<b>Description</b>	ISMPPU
<b>EDIT</b>	

<b>Date Range</b>	5/20/2020 - 5/20/2020
<b>Event / Session</b>	Bite-sized Content
<b>Hours</b>	1
<b>Category</b>	Monitor Evolving Trends Related to Medical Publications
<b>Added By</b>	Self

ISMPP International Society for Medical Publication Professionals



# Entering Documentation for Activities

- Enter any document(s) that verify your participation in the activity
- **IMPORTANT:** All documentation must be combined into a single (1) reference document!

EDIT	
Date Range	1/8/2020 - 1/8/2020
Event / Session	Reviewing 2020 Form C CMPP exam
Hours	4
Category	Implement Publication Plan
Added By	Self
Location	
Instructor	
Expiration	
Certificate	<a href="#">DOWNLOAD</a>
Description	

EDIT	UPLOAD CERTIFICATE
Date Range	10/21/2015 - 10/21/2015
Event / Session	GPP3
Hours	1.5
Category	Professional Responsibilities
Added By	Admin
Location	
Instructor	
Expiration	
Certificate	<a href="#">DOWNLOAD</a>
Description	

[UPLOAD CERTIFICATE](#)



# Materials Required for Activity Documentation

- If you plan to recertify via credit, every activity in your Credit Tracker must be accompanied by a document attesting to your participation in the activity
  - Your documentation should be entered into your Credit Tracker using the “Upload Certificate” field
- Activities and documentation should be entered by January 31 for all credits earned the previous year
- If you are selected for a recertification application audit, failure to produce all documentation will result in suspension or revocation of your certification



## CMPP Documentation Requirements for Earned CE Credits Quick Guide

For CMPP certification, you must recertify by acquiring CE credits, documentation is a requirement. Every activity must be accompanied by an appropriate reference document, which should be entered into your ISMP/CPA Credit Tracker by clicking “Upload Certificate”. Credit documentation requirements should be posted in any on-line CE Tracker by January 31 for all credits earned the previous year.

Every year, a random audit of recertification applications is conducted. If you are selected for an audit, you MUST provide documentation for all your CE activities. Failure to produce all documentation will result in suspension or revocation of your certification.

### Materials Required for Documentation

Activity Type	Examples	Documentation
Educational Webinars	ISMP/CPA	Screen capture (print screen) of the title slide, which will capture the date on your screen and capture your name via the footer shown on the upper left in the Participant box.
ISMP/CPA-sponsored Meetings	Annual Meeting ED Meeting AP Meeting Open Meeting	Registration confirmation receipt with proof of payment and the highlighted topics for the meeting by February 28 APM screen capture of title slide with contact info, etc.
Other Professional Meetings (including Seminars, Workshops, Courses, Meeting Sessions)	U of T CLEPA CPA AMWA MAF's	At least one of the following: <ul style="list-style-type: none"> <li>• Certificate or other acceptable verification of attendance</li> <li>• Program or course description for the meeting (including webinars)</li> <li>• Registration/attendance receipt with the names of the participants/attendees</li> <li>• Directory, guide, report, or verification form that indicates a passing grade in the course (if relevant)</li> <li>• Screen capture of title slide with date (as indicated below)</li> <li>• Any other materials that explain the subject matter covered in the presentation of the instruction or activity provided.</li> </ul>



# Required Fields to Enter

- Event/activity name
- No. of credit hours assigned to activity\*
- Date range – for 1-day activities, use same date for “start” and “end”
- Category – assigned domain\* for activity
- Description – type of activity (eg, ISMPP U, CBI meeting, etc.)
- Note: Authorization Codes no longer required

\*Can be found on List of Approved CMPP Activities.



# How to Find the Information to Complete the Credit Tracker

← → ↻ Smartsheet Inc. [US] | <https://app.smartsheet.com/tv/publish?EQ&CT=3308aa270874317bf2257c52573b9f0>

List of Approved CMPP Activities (View Only)

	Course	Credit Hours	Credit Type	Date	Authorization
<b>ISMPP U Pre-Approved Courses</b>					
1	The Sunshine Act	1	Professional Responsibilities	08/10/11	11U1PRA
2	Discovering the Optimum Publication Vehicle	1	Tactical Plan Development	09/21/11	11U1TDB
3	What editors look for in a clinically meaningful presentation of trial results in a manuscript	1	Publication Plan Implementation	12/14/11	11U1PIC
4	Current Trends and Considerations for Pub Planning Professionals in Social Media with a Brief Review of the Draft FDA Guidance	1	Publication Plan Development	03/14/12	12U1PDD
5	The Ins and Outs of Open Access - Practical Considerations for Publication Professionals	1	Publication Plan Implementation	05/21/12	12U1PIE
6	Database and Record Retention to Assist Publication Planners	1	Publication Plan Implementation	06/27/12	12U1PIF
7	Simplify Manuscript Submission and Processing: An Introduction to ORCID	1	Publication Plan Implementation	07/25/12	12U1PIG
8	Challenging Cases in Publication Planning - Focus on Authorship	1	Publication Plan Implementation	11/07/12	12U1PIU
9	Anti-Bribery and Corruption Laws - What Medical Publication Professionals Need to Know	1	Professional Responsibilities	10/03/12	12U1PRK
10	Evaluating the Impact of a Publication	1	Publication Plan Implementation	11/14/12	12U1PIL
11	Is the Sun Shining on Medical Publications - An Update from the ISMPP Sunshine Act Task Force	1	Publication Plan Implementation	12/05/12	12U1PIN
12	Publishing Industry-Sponsored Studies in Peer-Reviewed Journals - Are More Restrictions the Wave of the Future	1	Publication Plan Implementation	01/31/13	13U1PIP
13	Challenging Cases in Publication Planning - Focus Publication Development and Submission	1	Professional Responsibilities	03/06/13	13U1PRQ
14	Global Publication Planning: Global to Local - Managing Encore Abstracts	1	Tactical Plan Development	05/22/13	13U1TDR
15	Ethical Obligations to Publish Safety Data	1	Publication Plan Development	07/31/13	13U1PDS
16	The Sun is Shining Upon Us - The Sunshine Act and Medical Publications	1.5	Professional Responsibilities	08/14/13	13U1SPRT
17	Why Publication Professionals DO Need to Know About SPIRIT Guidelines for Protocols	1	Professional Responsibilities	08/20/13	13U1PRU
18	What's New in Peer Review - An Update from the 7th International Congress on Peer Review and Biomedical Publication	1	Professional Responsibilities	09/18/13	13U1PRV
19	Enhanced Data Sharing - Patient Communications and Clinical Trials - What the Publication Professionals Need to Know	1	Publication Plan Development	10/29/13	13U1PDW
20	Publication Steering Committees - What Publication Professionals Should Consider	1	Professional Responsibilities	11/20/13	13U1PRX
21	Challenging Cases in Publication Planning - Focus on Digital Innovations in Medical Communications	1	Tactical Plan Development	12/11/13	13U1TDY
22	Plagiarism - What the Publication Professional Needs to Know	1	Professional Responsibilities	01/29/14	14U1PRA
23	Copyright Challenges in the Digital Age	1	Professional Responsibilities	02/26/14	14U1PRB
24	New opportunities for publishing negative study results in the scientific literature	1	Publication Plan Implementation	04/30/14	14U1PIC
25	The CHEERS (Consolidated Health Economic Evaluation Reporting Standards) Statement	1	Publication Plan Implementation	05/29/14	14U1PID
26	GPS Survey - Presentation of Results	1	Professional Responsibilities	06/11/14	14U1PRE
27	Budgeting Best Practices - Industry and Agency Perspectives	1	Publication Plan Implementation	07/23/14	14U1PIF
28	Open Peer Review and Independent Peer Review - Reducing Bias and Publication Delays	1	Tactical Plan Development	10/22/14	14U1TDG
29	A practical approach to encore abstract submissions in the Asia-Pacific region	1	Publication Plan Implementation	10/29/14	14APIU1PIA
30	Case Studies in Social Media & Publication Planning	1	Professional Responsibilities	12/10/14	14U1PRH
31	MPIP Introduces "Five-Step Authorship Framework"	1	Publication Plan Implementation	02/25/15	15U1PIA

# What Else Can My Credit Tracker Do?

- **Export PDF** – Download a PDF of your credits
- **Replace** – Replace your entry
- **Download** – Download your documentation
- **Edit** – Edit your entry
- **Sort** – By latest or oldest
- **Apply Filters** – Sort by date range or domains (categories)

The screenshot shows a 'Continuing Education Tracking' interface. At the top, it displays 'Hours total: 67.5' and 'Event / Session total: 62'. There are buttons for 'ADD CREDIT' and 'EXPORT PDF'. Below this is a 'Filter Credits' section with 'APPLY FILTERS' and 'RESET FILTERS' buttons. A 'Date Range' section allows selecting start and end dates. A table lists credit entries with columns for Date Range, Event / Session, Hours, Category, Added By, Location, Instructor, Expiration, Certificate, and Description. The first entry is for 'Foster Ethical and Compliant Behavior in Publications' with a 'REPLACE' button. The second entry is for 'Monitor Evolving Trends Related to Medical Publications' with an 'EDIT' button. A 'Category' list is on the left with checkboxes for various domains.



# What If My Activity Is Not on the List of Approved CMPP Activities?



If you participate in activities that are not on the list of Approved CMPP Activities, you may request credit approval



Developing a publication

Credit granted for actual preparation time only, subject to maximum limits.



Creating presentations

Credit granted for actual presentation and preparation time only, subject to maximum limits.



Developing new learning programs

Credit granted for a portion of actual development and preparation time only, subject to maximum limits.



# Request for Credit Approval

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**CMPP** Certification

Recertification

If you certified or recertified between 2012 - 2016, the CMPP™ certification is valid for five years (until your next recertification), after which, certificants must apply to recertify.

Starting in 2017, candidates who earn their CMPP™ certification will be valid for three years, after which, certificants must apply to recertify.

Recertification can be accomplished in one of two ways:

- Retake the CMPP™ examination
- Earn 50 recertification credits over the 5-year certification period or 30 certification credits over the 3-year certification period
- Were you certified in 2012? If yes, then 2017 is your year to recertify!

\*If you missed or would like to hear the December 2016 ISMPM U regarding the CMPP™ update, click below!

ISMPM CMPP™ Update: New Exam Blueprint and Recertification Policy for 2017

[Presentation Slides](#)

[Audio and Slide Presentation](#)

Resources

ISMPM Recertification Policy

ISMPM Recertification Handbook

Approved CMPP™ Activities

Recertification Application

Why Recertify?

CMPP Recertification Credit Tracker Application

CMPP Credit Tracker Instruction Guide

Request for Credit Approval Form

CMPP Poster Presentation (April, 2012)

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[2017 European Meeting](#) - Presentations from the meeting now available in the ISMPM Member Archives!

Poll

What is your #1 operational

Click

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### Personal Information

Please complete all relevant fields for the type of course/activity for which you are requesting credit. Refer to the [Recertification Handbook](#) for details concerning documentation required for specific types of activities. You may be contacted if additional information is needed to evaluate your activity for credit approval.

Date\*

Name\*

Email\*

Please select all that apply:\*

- I presented this course/poster/activity
- I published this paper
- I developed a new learning program
- I attended this course/activity

Course/Program Sponsor (eg CBI, TIPPA, etc)\*

Course Name\*

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**The MAP** Journal

New Articles:

- Subscribe to Our 1st InformED Podcast on Measuring Publication Value
- Patient Authorship: Three Key Questions (& Answers) for Medical Communication Professionals - [Part A and Part B](#)
- Virtual Meetings: Virtually All You Need to Know!
- Member Research at 2020 ISMPM Meeting and More!





# How to Access the Recertification Application

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## Recertification

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- ISMPP Recertification Policy
- ISMPP Recertification Handbook
- Approved CMPP™ Activities
- Recertification Application **Click**
- Why Recertify?
- CMPP Recertification Credit Tracker Application
- CMPP Credit Tracker Instruction Guide
- Request for Credit Approval Form
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## CMPP Recertification Application

Select Language

### ISMPP Certified Medical Publication Professional (CMPP)™ RECERTIFICATION FORM

Please be sure all of your credits are added to the Credit Tracker before you submit your application. This form will allow you to complete, sign and submit your CMPP Recertification Application, as well as Candidate Agreement and Release Form, to ISMPP with your application fee. The application will not be processed until it is complete, including payment; however this system will allow you to leave the application and return as needed until you are ready to submit.

Please refer to the [CMPP Recertification Handbook](#) for detailed deadline and fee information.

PLEASE NOTE, ANY INCOMPLETE REQUIRED FIELDS WILL DELAY THE PROCESSING OF YOUR APPLICATION.

Next

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[The M&P](#) resource

New Articles:

- [Subscribe to Our 1st InformED Podcast on Measuring Publication Value](#)

→ Patient Authorship: Three Key



# Recertification Application

---

- You must submit a Recertification Application no later than September 30 of the year in which your certification expires
- To recertify via exam, a fee of \$375 (member) or \$570 (non-member) must be submitted along with the Recertification Application\*
- To recertify via CE credit, fees are \$150 (member) and \$345 (nonmember)\*
- On the Recertification Application, certificants must indicate whether they intend to recertify via exam or earned CE credits

\*Separate fees apply to those living in the Asia-Pacific region.



# Remaining Credits upon Submission of Recertification Application

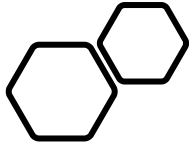
- No more than 5 (in the 5-year cycle) or 3 (in the 3-year cycle) CE credits may remain to be completed upon submission of the Recertification Application (no later than September 30 of the year your certification expires)
- If the CE credit requirement has not been met by the September 30 deadline, a written, detailed plan must be submitted explaining how the remaining credits will be completed by December 31
- You will have until January 31 of the following year to submit an amended Recertification Application detailing completion of the CE credit activities, with required documentation
- If any of the remaining CE credit activities are deemed ineligible for credit, you must complete all remaining credits no later than April 30 of the same year.



# Carryover of Excess Credits

---

- Certificants who earn more than the required number of CE credits during the current recertification cycle may carry over up to 5 of the excess credits for the 5-year certification cycle or up to 3 of the excess credits for a 3-year cycle earned during the final year to the next recertification cycle
- In this case, you will begin the next recertification cycle with 5 or 3 earned credits and must maintain all applicable documentation related to these activities



# Recertification Audits



**Each year, ~10% of CMPPs will be randomly selected for audit**

Mandatory; must comply with all audit instructions and requirements

Notification of selection will be sent during review of Recertification Applications

Must submit copies or have entered into your Credit Tracker the applicable documentation supporting all reported recertification activities for the current or most recent certification cycle



**Failure to satisfy or comply with audit requirements will result in certification suspension or revocation, consistent with the terms of the Recertification Policy**



# Resources on the ISMPP Website

## Certification Resources ([www.ismpp.org/certification](http://www.ismpp.org/certification))

- [CMPP Candidate Handbook](#)
- [Code of Conduct](#)
- [CMPP Exam Application](#)
- [CMPP Study Resources](#)
- [CMPP Exam Details](#)
- [Digital Badges](#)

## Recertification Resources ([www.ismpp.org/recertification](http://www.ismpp.org/recertification))

- [ISMPP Recertification Policy](#)
- [ISMPP Recertification Handbook](#)
- [List of Approved CMPP™ Activities](#)
- [CMPP Credit Tracker Instruction Guide](#)
- [CMPP Documentation Requirements Quick Guide](#)
- [Recertification Application](#)
- [Request for Credit Approval Form](#)





# Certification and Recertification Questions

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- Questions regarding certification or recertification should be directed to the ISMPP Certification Office, which may be reached at
  - +1-914-618-4453, or
  - [cmpp@ismpp.org](mailto:cmpp@ismpp.org)
- An ISMPP Certification Program representative will provide a response



## Q&A

---

- **To ask a question**, open the Q&A window, type your question into the Q&A box. **Click Send**
- **Note:** Check **Send Anonymously** if you do not want your name attached to your question in the Q&A
- We will make every effort to respond to all questions live (out loud)



# Thank You for Attending!

- We hope you enjoyed today's presentation.
- **After closing out of Zoom, please click the CONTINUE button on your screen to take our short survey. Thank you!**

Thank you for attending the Webinar.  
Please click Continue to participate in a short survey.

you will be leaving zoom.us to access the external URL below

[https:// www.surveymonkey.com/r/ISMPPU](https://www.surveymonkey.com/r/ISMPPU)

Are you sure you want to continue?

Continue

Stay on zoom.us