

Office of Continuing Medical Education
School of Medicine/Health Sciences Center
State University of New York at Stony Brook

**POLICY ON HONORARIA AND REIMBURSEMENT
FOR JOINTLY PROVIDED CME ACTIVITIES**

1. Invited presenters or authors of OCME certified CME activities may be paid honoraria after completion of the CME activity, by the OCME or its designate, e.g. medical school department.
2. The OCME certified CME activities for which honoraria are paid must be compliant with all ACCME policies for accreditation, including the ACCME Standards for Commercial Support.
3. The amount of honoraria should be reasonable, as determined by the medical school's CME Advisory Committee* and consistent with relevant institutional policy. Honoraria for invited faculty should be based on:
 - a) Importance of presenter to the educational goals and objectives of the program.
 - b) Reputation and CV of proposed faculty member(s).
 - c) Time away required from home institution to join faculty of program.
 - d) Funds available from grants and/or institution. However, the amount of honoraria should not be influenced by representatives of industry or other financial contributors to activities.
 - e) Possible effect on honoraria for other faculty.
 - f) Reimbursement to faculty may be made for reasonable out of pocket expenses for travel, lodging and meals on receipt of itemized receipts, consistent with institutional policy, e.g. coach air travel.
4. Justification for Honoraria above the upper amount identified as reasonable by the CME Advisory Committee* should be submitted to the OCME for approval.
5. Speaker's travel accommodations must be reimbursed according to Stony Brook travel guidelines (e.g. coach fare rate for air travel, current automobile mileage rates, lodging dates corresponding to conference duration).

*As a guideline for determining reasonable honoraria, the CME Advisory Committee approved \$2,000.00 as the upper limit for presentations of approximately 1.5 hours or less.