**DISCLOSURE TO PARTICIPANTS**

Learners must receive disclosure of required items prior to the start of an educational activity. When a disclosure is provided verbally, an audience member must document both the type of disclosure and the inclusion of all required disclosure elements.

Disclosures **always** required include:

* Learning Outcome
* Criteria for Successful Completion
* Absence or Presence of Conflict of Interest for planners and faculty/presenters/author/content reviewers

Disclosures required, **if applicable,** include:

* Commercial Support: Learners must be informed if a commercial interest has provided financial or in-kind support for the educational activity.
* Joint Providership: Learners must be informed of the provider of the educational activity and all other organizations that participated in joint planning of the activity.

**ACKNOWLEDGEMENT OF VERBAL DISCLOSURE**

I acknowledge that the following disclosures were announced at the beginning of the activity:

 Disclosures always require (please check if completed): Disclosures required, if applicable:

 [ ]  Learning Outcome [ ] Commercial Support

 [ ] Successful Completion Criteria [ ] Joint Providership

 [ ] Absence or Presence of Conflict of Interest [ ] Sponsorship

Title of Educational Activity:

Date of Educational Activity:

Signature of Person Making Announcement: Date:

Signature of One Person in the Audience Acknowledging that Announcement was made:

 Date:

Please complete this form on the day of the program and return to: Judy Langhans, CLPD, DHMC or

Fax: 603-653-6660 or scan/email to Judith.M.Langhans@hitchcock.org

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