

A CONTINUING MEDICAL EDUCATION CERTIFIED BROADCAST/WEBCAST

Appropriate VTE Prevention and Treatment:

Delivering Quality Care from the Inpatient to the Outpatient Setting

Site Coordinator's Manual



A Complimentary CME
Activity

(1 hour)

*This activity is jointly sponsored by SCEPTER™
and Quintiles Medical Education; and is co-
provided by Global Education Group and
SCEPTER™.*

SCEPTER™

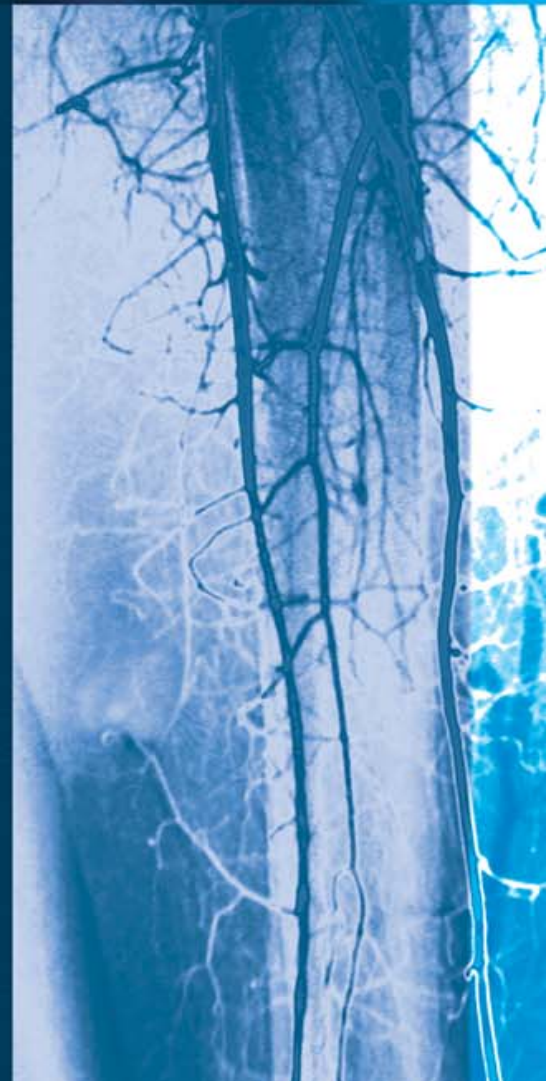


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ABOUT THIS GUIDE

This comprehensive guide provides you with all of the necessary instructions for running a successful course.

ABOUT THE PROGRAM

A recent multinational survey based on acute care hospital chart reviews utilized American College of Chest Physicians (ACCP) guidelines to assess the risk of developing venous thromboembolism (VTE). Survey results showed that less than half of at-risk medical patients received ACCP-recommended VTE prophylaxis, highlighting the important need for proactive identification of at-risk medical patients in acute care through stratification and institution of guideline-recommended preventive measures. In addition to inconsistent recognition and underutilization of appropriate preventive strategies, there are also important clinical needs concerning the treatment of VTE. For instance, the transition from the hospital environment to the home or other outpatient setting is a time when suboptimal management or gaps in communication can adversely impact outcomes. Recognizing these clinical gaps in patient care, the Joint Commission on Accreditation of Healthcare Organizations (JCAHO) responded by establishing prophylaxis and treatment of VTE as a safety priority in their currently published National Patient Safety Goals (NPSGs).

This program will assess important topics in VTE management, including methods to assess risk for deep-vein thrombosis (DVT), duration of VTE prophylaxis, and important issues relevant to the contemporary treatment of VTE.

This activity will offer both a live broadcast and webcast during the first air date, and additional re-broadcast dates. A link to the programs webcast will be available on the [VTE](#) program information page located on CRM Healthcare's website at www.crmhealthcare.net/programs/vte.

This series is jointly sponsored by SCEPTER™ and Quintiles Medical Education; and is co-provided by Global Education Group and SCEPTER, and is supported by an educational grant from sanofi aventis.

INTENDED AUDIENCE

This activity is intended for hospitalists, orthopedic surgeons, hematologists, intensivists, internists, family physicians, pharmacists, and nurses who treat patients with or at risk for VTE.

EDUCATIONAL OBJECTIVES

Upon completion of each of these activities, participants should be able to:

- Identify hospitalized patients who are at risk for venous thromboembolic events
- Describe appropriate VTE prophylaxis and treatment based on current evidence-based recommendations
- Review JCAHO standards concerning VTE management and assess their clinical applications

PANEL MEMBERS

Panel Members

David A. Garcia, MD
Associate Professor
Division of Hematology-Oncology
Department of Internal Medicine
University of New Mexico
School of Medicine
Albuquerque, New Mexico

Stephan Moll, MD
Associate Professor
Division of Hematology-Oncology
Department of Medicine
University of North Carolina School of Medicine
Chapel Hill, North Carolina

AAFP Reviewer

Louis Kuritzky, MD
Clinical Assistant Professor
Department of Community Health and Family Medicine
University of Florida College of Medicine
Gainesville, Florida

SATELLITE INFORMATION

This satellite information is for sites that will be viewing the program via satellite downlink. If your site will be accessing the program on the web, please note the Trouble Line e-mail address is for the webcast only. **The satellite number will not apply to webcast viewers.** The webcast will be available at www.crmhealthcare.net/programs/vte .

All technical equipment should be checked by the technician before the broadcast day and directly prior to the broadcast. The technician must be present throughout the broadcast should any problems arise with the equipment.

If you have any questions or need more technical information **before** the broadcast, please contact Gwen Pond at 469.484.9451.

If you have technical difficulties on **the day of** the broadcast call the **Trouble Line Number at 212.962.1722.**

Due to the nature of satellite technology, satellite information may change. If any changes occur, an urgent fax will be sent to all sites to update them on the changes.

Satellite Broadcast – Wednesday, February 10, 2010

Time Zone	Test Time	Broadcast Time
Eastern	11:45 AM – 12:00 PM	12:00 – 1:00 PM
Central	10:45 – 11:00 AM	11:00 AM – 12:00 PM
Mountain	9:45 – 10:00 AM	10:00 – 11:00 AM
Pacific	8:45 – 9:00 AM	9:00 – 10:00 AM

Satellite Coordinates: C-Band

Satellite: AMC – 6 C12 Ch. C(9MHZ)

Downlink Frequency: 3944.5

Downlink Polarity: Horizontal

Symbol Rate: 6.1113

Longitude: 72 Degrees West

Trouble Numbers:

Satellite Broadcast Trouble Line: **212.962.1722**

Re-Broadcast – Tuesday, March 9, 2010

Time Zone	Test Time	Broadcast Time
Eastern	12:45 PM – 1:00 PM	1:00 – 2:00 PM
Central	11:45 AM – 12:00 PM	12:00 AM – 1:00 PM
Mountain	10:45 – 11:00 AM	11:00 AM – 12:00 PM
Pacific	9:45 – 10:00 AM	10:00 – 11:00 AM

Satellite Coordinates: C-Band

Satellite: AMC – 6 C12 Ch. C(9MHZ)

Downlink Frequency: 3944.5

Downlink Polarity: Horizontal

Symbol Rate: 6.1113

Longitude: 72 Degrees West

Trouble Numbers:

Satellite Broadcast Trouble Line: **212.962.1722**

Re-Broadcast – Thursday, April 1, 2010

Time Zone	Test Time	Broadcast Time
Eastern	11:45 AM – 12:00 PM	12:00 – 1:00 PM
Central	10:45 – 11:00 AM	11:00 AM – 12:00 PM
Mountain	9:45 – 10:00 AM	10:00 – 11:00 AM
Pacific	8:45 – 9:00 AM	9:00 – 10:00 AM

Satellite Coordinates: C-Band

Satellite: AMC – 6 C12 Ch. C(9MHZ)

Downlink Frequency: 3944.5

Downlink Polarity: Horizontal

Symbol Rate: 6.1113

Longitude: 72 Degrees West

Trouble Numbers:

Satellite Broadcast Trouble Line: **212.962.1722**

WEBCAST INFORMATION

For viewing the webcast you will need the proper set up for projection from the computer or a large monitor for viewing. The computer will need to have access to the internet to view the webcast at www.crmhealthcare.net/programs/vte.

Video Projection: For groups under 75, we recommend two monitors that are at least 26" each. For rooms that seat more than 75 people, a projection television system is recommended. While screen size will depend on the size of the room and the anticipated number of participants, the minimum size screen we recommend is 6' by 8'.

Webcast – Tuesday, February 10, 2010

Time Zone	Webcast Time
Eastern	12:00 – 1:00 PM
Central	11:00 AM – 12:00 PM
Mountain	10:00 – 11:00 AM
Pacific	9:00 – 10:00 AM

Webcast System Requirements for PC Users

- Windows based PC
- Windows 95, 98, ME, NT 4.0, 2000 Professional, XP Home, or Professional
- Pentium II, 233MHz or faster
- at least 64MB RAM
- Internet Explorer 6.0 and up
- Windows Media Player 9.0 or higher
- Real Player G2 or higher
- 384k broadband Internet connection for video

Webcast System Requirements for Mac Users

- Mac OS X
- Real Player version 10 for Mac OS X
- Firefox web browser, version 1.5 or better for Mac
- Internet connection

This activity will be available as an Enduring Webcast on April 5, 2010.

CME/CE CREDITS AWARDED

ACCREDITATION

Physicians

SCEPTER designates this educational activity for a maximum of *1.0 AMA PRA Category 1 Credit™*. Physicians should only claim credit commensurate with the extent of their participation in the activity.

SCEPTER is accredited by the Accreditation Council for Continuing Medical Education (ACCME) to provide continuing medical education for physicians.

This activity has been reviewed and is acceptable for up to 1 Prescribed credit(s) by the American Academy of Family Physicians.

Pharmacists



Global Education Group (Global) is accredited by the Accreditation Council for Pharmacy Education as a provider of continuing pharmacy education.

Global Education Group designates this continuing education activity for 1 contact hour (0.1 CEUs) of the Accreditation Council for Pharmacy Education. Universal Activity Numbers 0530-9999-10-001-L01-P & 0530-9999-10-001—H01-P.

This is a knowledge-based activity.

Nurses

This educational activity for 1.0 contact hour is provided by Global Education Group.

Global Education Group is an approved provider of continuing nursing education by the Colorado Nurses Association, an accredited approver by the American Nurses Credentialing Center's Commission on Accreditation.

HOW TO OBTAIN CREDIT

Broadcast Viewers

All participants must complete the sign-in sheet, read the educational objectives, review the broadcast in its entirety, and complete the evaluation and pre test.

Webcast Viewers

Participants should register online, print the program materials and read the educational objectives, review the webcast in its entirety, and complete the evaluation and pre test.

Upon completion of this activity as designed, participants will receive a certificate of credit within 3-4 weeks awarding *AMA PRA Category 1 Credit*[™], 1 contact hour (0.1 CEUs) of ACPE, or nursing credit. All other health care professionals will receive a certificate of completion.

Estimated time to complete this activity as designed is 1 hour.

MATERIALS RETURNED AFTER THE PROGRAM

The following program materials need to be returned following the program to SCEPTER[™]:

- Sign-in sheet
- Program Evaluation
- Pre Test

As a precaution, please make a duplicate copy of all materials before sending them in. It is essential that we have this documentation to ensure CME/CE credit to the attendees.

Mail documents to:

Sarah Taegder

SCEPTER[™]

8 Skyline Drive

Hawthorne, NY 10532

Ph: 914-829-4161

SCEPTER@quintiles.com

Fax document to:

SCEPTER[™]

1-866-401-4145

CONFLICT OF INTEREST

It is SCEPTER[™] policy that participants in CME activities should be made aware of any affiliation or financial interest that may affect the speaker's presentation(s). Each speaker has completed and signed a conflict of interest statement. The faculty members' relationships will be disclosed in the course syllabus.

DISCUSSION OF OFF-LABEL USE

Because this course is meant to educate physicians with what is currently in use and what may be available in the future, there may be “off-label” use discussed in the presentations. Speakers have been requested to inform the audience when off-label use is being discussed.

PARTICIPANT REGISTRATION INFORMATION

All participants, whether site coordinators or individuals are requested to register prior to the program. To register go to www.crmhealthcare.net/programs/vte, in the Programs section click on the “Read More” link located under the brief VTE information. This will take you to a complete description of the program, click on the “Register Here” link to register.

Prior to the program, a PDF file (reproducible copy) of the participant handout and program materials can be downloaded by site coordinators, or individual viewers from <http://www.crmhealthcare.net/programs/vte>.

Site Coordinators

The program materials should be reproduced and provided for each participant. Please follow these instructions for all participants:

- All participants must sign in on the sign-in sheet to confirm their program attendance and contact information. Please have attendees verify the correct spelling of their names and make changes accordingly
- Electronic templates for sign-in sheets can also be downloaded from the <http://www.crmhealthcare.net/programs/vte> website

Once participants have signed-in, please provide him/her with their handout materials which includes information on how each participant can obtain continuing education credits

IMPORTANT CONTACT INFORMATION

For continuing professional education/accreditation questions, please contact Sarah Taegder at SCEPTER™ via phone or email.

- Telephone: 914-829-4161
- Email: scepter@quintiles.com

For all other questions prior to or after the broadcast, please contact Gwen Pond via phone or email.

- Telephone: 469.484.9451
- Email: gpond@crmhealth.com

VIEWING ROOM REQUIREMENTS

All technical equipment should be checked by the technician before the day of the broadcast and again on the day of the broadcast. The technician should be present throughout the broadcast to assist with any problems that may arise with the equipment.

Viewing Room Materials:

- Comfortable seating for all participants
- Appropriate signage. (Please ensure that there are no commercial promotional materials displayed or distributed in the same room immediately before, during or immediately after the educational activity)
- Food and beverages (Optional)

SITE EQUIPMENT

1. **Satellite Equipment:** Your site must be equipped with a steerable C-Band digital domestic satellite receiver or “downlink.”
2. **Computer:** If your site is viewing the program as a webcast you will need the proper set up for projection from the computer or a large monitor for viewing. The computer will need to have access to the internet to view the webcast at <http://www.crmhealthcare.net/programs/vte>.
3. **Video Projection:** For groups under 75, we recommend two monitors that are at least 26” each. For rooms that seat more than 75 people, a projection television system is recommended. While screen size will depend on the size of the room and the anticipated number of participants, the minimum size screen we recommend is 6’ by 8’.
4. **Audio Equipment:** You will also need an audio system for your site. Your audio system should include a microphone and speakers. Be sure to discuss any audio needs with the technician.
5. **Telephone:** You will need a phone available during the original broadcast for participants to who will want to call in questions during the Q&A session of the broadcast.
6. **Technician:** It is critical that you get a commitment from your facility to have a technician available throughout the conference. The technician should have the room prepared and ready prior to the broadcast. Make sure you have the technician’s home and beeper number in case of emergency.

TECHNICIANS

You will need someone who knows how to run the equipment for the day of the broadcast. Typically, this person works for the facility or the local audio/visual company you have hired. Confirm with them that they have recently used the broadcast satellite.

The technician must on on-site at least thirty minutes prior to the broadcast to test the equipment. The technician should be on-site during the entire broadcast to handle any technical problems that may arise.

We will have a central Troubleshooting Number for the day of the broadcast.

The responsibilities of the technician include:

- Turning the satellite receiver to the correct channel on the day of the broadcast
- Setting up any needed audio or video lines from the satellite receiver/tuner to the video projector and audio system. Make sure that the audio can be heard in all areas of the room
- If your site is viewing this program as a webcast, be sure all computer equipment is set up for viewing and that internet access is available. A link to the program webcast will be available at <http://www.crmhealthcare.net/programs/vte>. An access number is not required to view the webcast but you are requested to register (only one registration required per viewing site for large groups)
- Ensure that the room is dark enough for the video projection

YOUR ROLE AS SITE COORDINATOR

We greatly appreciate your help and involvement in this important Satellite Broadcast and Webcast presented by SCEPTER™ with Quintiles Medical Education; and co-provided by Global Education Group.

As a host site coordinator, you will help ensure a successful educational experience for those who attend this event at your site. You will be the link between your participants and SCEPTER™.

If you regularly perform these types of activities in your facility, much of the information in this manual will be familiar to you. If you are a “newly recruited” host site coordinator for this event, or have never been involved in a Satellite Broadcast before, we suggest you review the entire manual for help and information on how to prepare a host site for participants. Keep in mind that you will need to undertake a variety of tasks in preparing to host this event, including:

- Helping to promote the satellite broadcast and webcast

- Ensuring the viewing room is well equipped to accommodate participants prior to the day of the broadcast
- Making sure all video, audio and/or computer equipment is tested
- Handling registration of local participants
- Reproducing participant program materials
- Greeting program participants, and distributing program materials to each participant

This site manual is meant to be a thorough reference for you. You will probably not have to perform all the tasks outlined in the manual.

If you need additional information regarding CME/CE accreditation, please contact Sarah Taegder at SCEPTER™ at 914-829-4161. If you need any additional technical information or assistance regarding this event **before** the airdate, please feel free to contact Gwen Pond at 469.484.9451.

CHECKLISTS

What Needs to be Done – One Week Before the Broadcast

- Review the broadcast registration materials and participant syllabus information to ensure that needed materials have been received and duplicated.
- Confirm the room setup.
- Arrange for registration table outside or near the conference room. Make sure that you have the proper signage and supplies (pens and pencils).
- Confirm refreshment arrangements (Optional).
- Make certain that the facility information desk and security have been informed of the program

What Needs to be Done – The Day Before the Broadcast

- Confirm Audio/Visual/Computer details with technical support staff at your facility.

What Needs to be Done – The Day of the Broadcast

- Setup registration table.
- Distribute program materials to attendees as they register.
- Make sure that attendees are seated 15 minutes prior to the program's start.

What Needs to be Done – Post-Broadcast

- Return the participant materials to SCEPTER™ by mailing to:
Sarah Taegder
SCEPTER™
8 Skyline Drive
Hawthorne, NY 10532
scepter@quintiles.com
- Or -
Fax document to:
SCEPTER™
1-866-401-4145

Appropriate VTE Prevention and Treatment:*Delivering Quality Care From the Inpatient to the Outpatient Setting*

Please answer the following questions by circling the appropriate answer.

1. The use of anticoagulant prophylaxis to prevent symptomatic VTE in hospitalized medical patients reduces the risk for pulmonary embolism, but also significantly increases the absolute risk for major bleeding.
 - A. Strongly disagree
 - B. Disagree
 - C. Neutral
 - D. Agree
 - E. Strongly agree

2. According to the 8th ACCP Guidelines on the Prevention of VTE, hospitalized medical patients are considered to be at the highest level of risk to suffer a VTE.
 - A. Strongly disagree
 - B. Disagree
 - C. Neutral
 - D. Agree
 - E. Strongly agree

3. In patients who must discontinue their warfarin therapy prior to surgery, bridging therapy with LMWH or unfractionated heparin is recommended if the patient has suffered a venous thromboembolic event 13 months ago.
 - A. Strongly disagree
 - B. Disagree
 - C. Neutral
 - D. Agree
 - E. Strongly agree

4. According to the Wells criteria for predicting risk for DVT, which of the following is correct?
 - A. Cancer that is in remission predicts risk for DVT
 - B. A patient who is bedridden for 24 hours is a clinical characteristic that places a patient at risk for DVT
 - C. A score of 3 is a strong predictor of DVT
 - D. Both A and C are correct
 - E. A, B, and C

Appropriate VTE Prevention and Treatment:*Delivering Quality Care From the Inpatient to the Outpatient Setting*

Please answer the following questions by circling the appropriate answer.

5. Overlap of a vitamin K antagonist for at least 3 days is recommended when UFH is used for acute DVT treatment.
 - A. Strongly disagree
 - B. Disagree
 - C. Neutral
 - D. Agree
 - E. Strongly agree

6. MP is a 60 year-old male with advanced unresectable non-small cell lung cancer (NSCLC) admitted due to shortness of breath. MP has received front-line therapy with carboplatin/paclitaxel plus bevacizumab. Chest x-ray shows a large right-sided pleural effusion and the patient is admitted to the hospital. PMH is significant for hypertension and diabetes. He is a previous smoker who quit 3 months ago. His blood chemistries and CBC are normal. Which of the following are appropriate interventions with regard to VTE prophylaxis in this patient?
 - A. Early aggressive ambulation
 - B. Unfractionated heparin (weight-adjusted dosing)
 - C. LMWH or fondaparinux
 - D. Both B and C
 - E. A, B, and C

7. A 45-year old otherwise healthy female suffers an unprovoked extensive DVT in her left leg. What would be an appropriate intervention?
 - A. LMWH given subcutaneously once or twice daily as an outpatient
 - B. Unfractionated heparin or LMWH given subcutaneously if she requires admission as an inpatient
 - C. If she is admitted to the hospital, hold initiation of warfarin therapy for 48 hours pending anti-Xa level results
 - D. Both A and B
 - E. A, B, and C

Appropriate VTE Prevention and Treatment: Delivering Quality Care From the Inpatient to the Outpatient Setting

SCEPTER™ values your opinions in helping us further our commitment to excellence in our educational programs. **NOTE:** a CME certificate is issued only upon receipt of your completed evaluation form. We will be sending you an additional questionnaire in approximately 2 months to help determine the enduring value and improve our programs.

PLEASE ANSWER THE FOLLOWING QUESTIONS BY CIRCLING OR CHECKING THE APPROPRIATE RATING:

	Very Dissatisfied	Dissatisfied	Neutral	Satisfied	Very Satisfied
1) Overall, how satisfied are you with this program.	1	2	3	4	5
2) Please indicate how you feel about the following statements concerning this program:	Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree
a. The program met the stated educational objectives.	1	2	3	4	5
Upon completion of the program, participants will be able to:					
• Identify hospitalized patients who are at risk for venous thromboembolic events	1	2	3	4	5
• Describe appropriate VTE prophylaxis and treatment based on current evidence-based recommendations	1	2	3	4	5
• Review JCAHO standards concerning VTE management and assess their clinical applications	1	2	3	4	5
b. The information presented in this activity was pertinent to my professional needs	1	2	3	4	5

3) I would recommend this program to a colleague. Yes No
a. Why / Why not recommend this program?

4) This program was free of commercial bias. Yes No
a. If no, please describe the bias:

5) Please rate the faculty using the following scale: 1 = Poor 2 = Fair 3 = Average 4 = Good 5 = Excellent

	Knowledge of Subject Matter					Effectiveness of Delivery				
Faculty Name										
David A. Garcia, MD	1	2	3	4	5	1	2	3	4	5
Stephan Moll, MD	1	2	3	4	5	1	2	3	4	5

COMMENTS

1) Is there any ONE thing that you learned at this program which you can apply, in the next six months that will affect your patient's health care outcomes?
 Yes No Not Applicable

a. Please explain:

2) How would you improve this program?

3) What topics, speakers, etc. would you like to see in future programs?

DEMOGRAPHICS

1) What is your primary profession? (Please choose the one area that best fits you.)

- Physician Pharmacist RN LPN/LVN
 Physician Assistant Administrative (non-clinician) Nurse Practitioner Other: _____

2) What is your primary specialty? (Please choose the one area that best fits you.)

- Hospitalist Hematology Internists Oncology
 Orthopedic surgery Intensivists Primary Care Other: _____

3) How did you first learn about this program?

- Brochure Telephone Reservations Center Advertisement Colleague
 Website / internet Fax E-Mail Other: _____

4) Please check the top three (3) reasons why you decided to participate in this activity?

- Quality of speakers Apparent value for expense Convenience of format
 Needed credits Topics Other: _____

ADDITIONAL INFORMATION

Future Programs

Yes, SCEPTER has my permission to fax and/or e-mail information to me about future CE activities.

To better define and meet the CME needs of health care professionals and enhance future CME activities, SCEPTER will conduct an outcomes measurement survey following the conclusion of the program. This follow-up survey is designed to measure changes to attendees' practice behaviors that are a result of their participation in this CME activity. We greatly appreciate your participation.

CONTACT INFORMATION

NOTE: we require completion of this information in order to receive credit for participation in this educational activity

Name: _____ Degree: MD DO PharmD RPh NP RN PA Other

Specialty: _____ Profession (eg, physician, pharmacist, nurse): _____

Affiliation: _____

Street: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Fax: _____ E-mail: _____

Please check one

- Physician:** To receive a maximum of 1.0 *AMA PRA Category 1 Credit*TM
 Nurse: To receive a maximum of 1.0 ANCC Credit
 Other: To receive a certificate of completion for a maximum of 1.0 hour of continuing education

I certify my actual time spent to complete this educational activity to be _____ hour(s). (Maximum of 1.0 hour)

Signature _____ Date _____

OBTAINING CREDIT

Please give the completed evaluation form to the on-site program coordinator. You may also mail the completed form to the address listed below.

SCEPTER

Attn: Sharine Newby
8 Skyline Drive
Hawthorne, New York 10532

Healthcare professionals will receive a CE certificate via US Mail within 3-4 weeks upon receipt of the completed evaluation form.

Thank you for your participation.