



Rules for Engaging in CME Small Group Meetings – Online Format

Introduction

It is heartening to see CME tutors and GP CME Group members all around the country stepping up to the new challenges for ongoing medical education arising from the current Covid 19 crisis.

As we switch to online engagement, we need to continue to be mindful of the collegiality and confidentiality that have been key to the success of CME for many years. For this reason, we have devised this set of rules for online meetings. We hope that you will find them helpful in maintaining the spirit of Irish CME in the online setting.

Chatham House rules apply

This means there is open discussion of confidential / sensitive issues within the CME group. Further, complete confidentiality applies to the content of each meeting.

If the topic or discussion from a CME meeting requires any broader discussion outside the CME group, the speaker(s) must not be identified and no patient identified. Agreement on what constitutes a need for broader discussion outside the group will be agreed within the CME group. If there is any doubt about this need, the CME Tutor should seek guidance from the National CME Director.

Recording

No one can video or voice record CME discussions under any circumstances.

Invitation to join

The invitation to join a zoom CME meeting must not be shared with anyone outside the CME group.

Participants identify

When joining a Zoom CME meeting, each participant must identify themselves online by their full name.

Sole participants

Participants must ensure that they are the sole participant from within their location for the duration of the online CME meeting i.e. no other person can observe, listen or take part in the discussions. The only exception to this rule is in cases where CME group members share a practice or household and who would usually join a CME meeting together (unless in isolation for health reasons).