



AGENDA

Board of Directors

Conference Call

Date: Wednesday May 13, 2020

Time: 6:00 p.m. – 7:30 p.m. (EST)

Teleconference Information:

Dial in Number: (888) 537-7715

Participants Pass Code: 66812234#

Board of Directors Participating:

Jill Rosenthal, MD, MPH, Chair
Samir Vakil, DPM, Vice Chair
Greg Nazareth, R. Ph., Treasurer
Lee Ann Brown, DO, Secretary
Daniel Gesek, DMD, Director
Sally West, Director
Lorraine Duthe, Esq., Director
Tyler Davis, Director
Hon. Al Nienhuis, MBA, Director
Nomen Azeem, MD, Director

Executive Director:

Robert Macdonald, MS, Ex. Director

Staff:

Kaitlin Brown, Education Program Specialist

Legal Counsel:

Jason D. Winn, Esq.

Department of Health:

Cassandra Pasley, Division Director, MQA

Becki Poston, BPharm, MHL, E-FORCSE Program Manager

1. Call to Order Dr. Rosenthal
2. Roll Call/Sunshine Law Dr. Brown
3. Approval of Minutes: (November 18, 2019) Dr. Rosenthal
Attached
4. Report of the Chair: Dr. Rosenthal
 - A. DSO-DOH Contract Amendment
 - B. Board of Directors Re-Appointments 2019 – 2021
 - C. Committee Appointments
 - D. Executive Director Agreement for 2020-2021
5. Treasurer's Report: Mr. Nazareth
 - A. Financial Update
 - B. Report on Investments
 - C. FY 2019 – FY 2020 Budget Expenditures
6. Report from Department of Health: Ms. Pasley
Ms. Poston
 - A. Division Director Remarks
 - B. E-FORCSE Update
 - C. Status Report on OD2A Grant
7. Committee Reports:
 - A. Budget Committee Mr. Nazareth
 - (1) Budget Narrative Attached
 - (2) Approval of FY 2020-2021 Budget Attached
 - B. Bylaws Committee Ms. Duthe
 - (1) Approval of Restated Articles of Incorporation Attached
 - (2) Approval of Amended Bylaws Attached

- C. Education Committee
 - (1) Development of Peer-to-Peer Training Course
 - (2) Approval of Provider Status under CE Broker
 - (3) Production of On-Line Course
 - (4) FMA Partnership Proposal to Promote Course
 - (5) FAPA Partnership

Dr. Azeem
Ms. Brown
Ms. Brown
Attached
Mr. Macdonald

- D. Communications Committee
 - (1) Approval of PDMP Foundation Website Content
 - (2) Upgrades to Website

Dr. Brown
Ms. Brown

- 8. Executive Director's Report:
 - A. Status of Foundation Support for E-FORCSE Outreach and Educational Programs January - June 2020
 - B. Directors and Officers Insurance Coverage
 - C. Update on Year-End Audit
 - D. Submission of Budget to Department of Health
 - E. PDMP Foundation Corporation Renewal Filing
 - F. 2020 Annual Report to DOH

Mr. Macdonald

- 9. Public Comments

Dr. Rosenthal
- 10. Announcements

Dr. Rosenthal
- 11. Date of Next Meeting: TBD

Dr. Rosenthal
- 12. Adjournment



**BOARD OF DIRECTORS
CONFERENCE CALL MEETING
MINUTES**

Date: Monday November 18, 2019

Time: 6:00 p.m. (EST)

Chair: Dr. Jill Rosenthal

Members Present (Officers): Dr. Samir Vakil, Vice Chair, Dr. Lee Ann Brown, Secretary and Greg Nazareth, Treasurer

Members Present (Directors): Dr. Anthony Silvagni, Lorraine Duthe, Sally West, Dr. Dan Gesek, Dr. Nomen Azeem and Ms. Tyler Davis

Member Absent (Director): Hon. Al Nienhuis

Consultant: Robert Macdonald, Executive Director

Department of Health: Cassandra Pasley, Division Director, MQA and Becki Poston, Program Manager, E-FORCSE

Call to Order

The chair called the PDMP Foundation Board of Directors conference call meeting to order at 6:03 p.m., Monday November 18, 2019.

Roll Call/Sunshine Law

The chair called on the secretary to call the roll and provide the Sunshine Law statement. Dr. Brown called the roll and said that Sheriff Nienhuis was unable to participate on the conference call. She announced that a quorum was present. She then read the Sunshine Law statement.

Approval of Minutes of Last Meeting (May 16, 2019)

The chair called for the approval of the Board of Directors minutes from the May 16, 2019 conference call. A motion was made by Dr. Gesek and seconded by Dr. Vakil to approve the minutes as distributed. The chair, hearing no request for discussion, called for a vote on the motion and it was adopted unanimously.

Report of the Chair

The chair welcomed Dr. Azeem and Ms. Davis as new members appointed by the State Surgeon General to the board of directors. She also acknowledged the reappointment of all board members whose terms ended in July for two-year terms ending July 2021.

The chair notified the board that the foundation's contract with the Department of Health to continue as a Direct Support Organization in support of the state Prescription Drug Monitoring Program was renewed for two years. She thanked Mr. Macdonald and Ms. Poston for their assistance in the process.

The chair said that with the board appointments that it was necessary to schedule the annual meeting. She discussed possibly holding the meeting in Tallahassee during the legislative session which would allow for the State Surgeon General, Attorney General's Office and Department of Health to send representatives to the meeting. Dr. Silvagni recommended for those directors that could not attend the meeting if the foundation could SKYPE the proceedings. The chair requested Mr. Macdonald to research the cost of providing SKYPE capabilities. She also said that the meeting would also have a conference phone hookup for directors and interested participants to use. Mr. Macdonald added that if the meeting were held in Tallahassee that in addition to government officials the board could invite key executive staffs of the healthcare and law enforcement professional associations whose members are designated by law to use the PDMP database. The board suggested that Mr. Macdonald contact the surgeon general and attorney general's offices to determine a date and time that these officials may be available to attend the annual meeting and then poll the board to determine how many members could be present in Tallahassee. The chair then said that if Tallahassee was not a favorable location for the annual meeting that other alternative meeting sites would be researched.

The chair then discussed the need to establish board committees to address key projects and programs. She said that this item would be reviewed by the executive committee and once specific committees were identified board members would be contacted to determine their interest in serving.

In regards to the yearly Department of Health certification, the chair announced that the foundation met all its requirements as a DSO in support of the PDMP. She said that the certification letter was attached to the 2019 PDMP Foundation annual report.

Additional Agenda Items

The chair called for any additional agenda items. None were added.

Treasurer's Report

The chair called on Treasurer for his report. Mr. Nazareth gave the following update on foundation finances:

He said that as of November 15, 2019 the PDMP Foundation total assets were \$1,415,728.70. These funds were held in Wells Fargo Bank accounts. He said that the total assets included \$6,265.93 in the checking account; \$92,611.69 in restricted and \$12,555.62 in non-restricted funds in the Platinum Business Savings Account; and \$1,304,700.45 in the brokerage account in certificates of deposit and cash.

He then provided an overview of the foundation's investments in the Wells Fargo Brokerage Account. He said that \$1,303,700.50 was invested in four one-year, one six month and one three-month certificates of deposit maturing at various dates and FDIC insured. He said that there was also \$593.95 in cash totaling \$1,304,700.45.

The treasurer then reviewed the status of the FY 2019-2020 budget expenditures. He said that of the \$155,094 approved budget the expenses to date were \$39,525.11. This was 25.5% of the budget expenditures through the first four and half months of the fiscal year. Mr. Nazareth said that of the total expenses \$18,688.89 were for support of E-FORCSE education and outreach programs and \$3,528.60 was for management of the foundation's operations.

Executive Director's Report

Mr. Macdonald provided an update of his time spent working with the E-FORCSE staff on promotion of the PDMP as part of the foundation's support of educational and outreach programs. He said that he and E-FORCSE staff attended nine health care and law enforcement state conferences, conventions and trade shows from July to October. He said that beginning in January the staffs would again be on the road attending seven state meetings. He said that the response to PDMP Foundation/E-FORCSE staff presence from meeting attendees has been overwhelmingly positive.

Mr. Macdonald said that in addition to attending statewide events, the foundation has also provided funds to pay for costs of exhibit booths, displays, handout materials, sponsorships, advertising in professional journals and websites and marketing of the PDMP.

The executive director noted that the PDMP Foundation board's Director & Officer Insurance policy was up for renewal in January 2020. He said that the foundation must provide this coverage for board members and that the premium was \$1,400 as allocated in the fiscal budget. The CHUBB insurance company provides this coverage for the board members.

As per the FY 2019-2020 budget allocation, Mr. Macdonald updated the board on the foundation's support for the E-FORCSE independent contractor Kaitlin Brown, the part-time program analyst. He said that the Ms. Brown is working directly with Ms. Poston on PDMP database projects and is in the process of also producing a report on the efficacy and efficiency of the program as directed by the legislature. He said that as of November 15th \$3,073 of the \$28,080 budget for the position was paid to Ms. Brown for her services.

Mr. Macdonald stated that in his role of executive director he is charged with managing the governance of the PDMP Foundation as a tax-exempt 501 c 3 organization. As part of this role he said that the foundation's *Articles of Incorporation* and Bylaws should be reviewed on a regular basis to ensure that these legal documents address current organizational operations and structure. He said that upon initial review he felt that there were some needed revisions to the Articles and Bylaws. To accomplish this task,

he said that he would forward to the executive committee recommendations and upon initial review the chair could decide to appoint a committee to oversee the process. If necessary, the executive director would contact the foundation's legal counsel to provide opinion and to initiate any approved revisions with the Department of State.

In conclusion, Mr. Macdonald said that in August he filed the PDMP Foundation annual report with the Department of Health and forwarded a copy to the Attorney General's Office. The report included an update on the foundation's support for E-FORCSE outreach and educational programs; funding efforts; the fiscal budget; short-term strategic plans; the DSO certification letter from the Department of Health and the 2019 IRS 990 and 990T forms which were prepared by the foundation's CPA George Ponczek.

The chair thanked Mr. Macdonald for his report.

Report: Department of Health

The chair called on Director Pasley for her remarks. She said that she was looking forward to her new position as Division Director of Medical Quality Assurance. She looked forward to working with Ms. Poston and the foundation with the state's prescription drug monitoring program. She reviewed past positions held within the Department of Health and mentioned that she was a registered nurse by profession. The chair thanked the director for participating in the conference call seeing that she had just taken over her new position on November 15th.

The chair called on Ms. Poston for her report. She said that the official annual PDMP/E-FORCSE report was currently being finalized and would be released soon. She said that with the requirement for practitioners who prescribe controlled substances to register and use the database there are over 104,000 licensees in the system. She said that system upgrades allow practitioners to interface the PDMP database with their electronic health records. Ms. Poston also mentioned that users were now able to seek patient controlled substance prescription information from 16 states. She said that Florida PDMP has addressed many key areas related to the state's opioid epidemic including reducing doctor shopping by 85%; lowering opioid deaths due to prescription drug overdoses; and deterring fraud, abuse and diversion of controlled substances.

Ms. Poston then discussed a role for the foundation in assisting the Department of Health on a CDC grant it was awarded which would provide peer to peer education to practitioners about the operational aspects of the PDMP database. She said that as a 501 c 3 organization the foundation could apply to all the healthcare regulatory boards whose licensees are designated to utilize the PDMP database to seek approval as a continuing education provider. The initial or pilot stage of the CDC grant would be done in Duval, Broward and Palm Beach counties. All physicians, dentists, pharmacists, podiatrists, physician assistants, nurse practitioners and optometrists would be targeted for the peer to peer educational program and receive CME credit. Ms. Poston projected that the foundation would oversee the entire program and hire additional part-time staff to help develop the curriculum and implement it in the pilot counties.

Following Ms. Poston's report some board members had suggestions for upgrades to make the database more user friendly. They also asked about the status of Medical Marijuana and whether that would also be incorporated into the database's information. Ms. Poston said that since the medication was not a scheduled II to V drug that it was not required to be monitored and included in database. She said that to add persons to the database who were being treated with Medical Marijuana would take a legislative action.

The chair thanked Director Pasley and Ms. Poston for their remarks and updates on E-FORCSE operations.

Public Comments

The chair called for any public comments. None were presented.

Announcements

The chair called for any announcements. None were presented.

Date of Next Meeting

The chair said that the next meeting would either be the live meeting as discussed earlier in the agenda or a telephonic meeting leading up to the live meeting if necessary.

Adjournment

Hearing no further discussion, the chair called for the adjournment of the meeting. The meeting was adjourned at 6:50 p.m., Monday, November 18, 2019.



Florida Prescription Drug Monitoring Program Foundation Inc.

Fiscal Year 2020 - 2021 Budget

Budget Narrative and Worksheet

A. Revenue

Income for the Florida PDMP Foundation for Fiscal Year 2020-2021 will come from two major sources: \$250,000 from the CDC Overdose Data to Action (OD2A) grant awarded to Florida Department of Health to produce and conduct peer-to-peer educational user training courses to improve best practices for patient care by optimizing the use of the PDMP database; \$111,900 from a restricted contribution from the Attorney General's Office for continued support of educational and outreach programs promoting the use of the State of Florida's Prescription Drug Monitoring Program (E-FORCSE) to healthcare practitioners and law enforcement agencies and officials.

As of May 1, 2020, the PDMP Foundation had \$1,355,480 in restricted funds and \$12,561 in unrestricted funds and will receive the \$250,000 for OD2A grant administration of the peer-to-peer pilot educational program for total assets of \$1,553,947.

B. Expenses

The 2020 – 2021 Fiscal Year budget expenses are \$361,900 and are divided into two main areas: OD2A grant administration and management of PDMP Foundation projects and programs and operations.

The expenses are outlined as follows:

1. Grants Administration

The allocated budget for the OD2A grants administration is \$250,000. This will include \$129,000 in funds for contract services of a part-time Educational Program Specialist, the PDMP Executive Director in his capacity as part-time grant manager and three regional coordinators in the pilot program counties. \$121,000 of the grant budget will fund: peer-to-peer live courses in the pilot counties of Duval, Palm Beach and Broward; meeting site room rental fees; audio-visual costs; speaker honoraria; marketing of the course to healthcare practitioners; staff travel; production of the course for on-line presentation; regulatory board designated CE provider fees; CE Broker administration fees; FMA partnership fees and indirect costs related to grant management.

2. Projects and Programs

The allocated budget for PDMP Foundation to conduct E-FORCSE education and outreach projects and programs is \$44,500. Of this total, \$28,500 is for the expenses to conduct events as exhibitors and presenters at health care, law enforcement conferences and trade shows and to students in medical, dental, pharmacy, podiatry, osteopathy, physician assistant and nurse practitioner programs. The remainder of \$16,000 is allocated to develop handout and registration materials for PDMP database users; to upgrade exhibit displays; for marketing and advertising and to sponsor special events at conferences and trade shows.

3. Foundation Operations

The fiscal budget also provides \$26,400 for expenses for the daily operation of the PDMP Foundation as a Direct Support Organization to the Department of Health. These funds include the management fee for contract services to ensure the proper functioning of all foundation business including oversight of: finances; investments; meetings; board of directors relations; legislative affairs; liaison with the DOH/E-FORCSE staff, State Surgeon General and Attorney General's offices; tax-exempt organization governance; CPA relations in tax preparation; retainer fees for the auditor and legal counsel; purchase of Officers and Directors insurance; public and vendor relations; fundraising; and correspondence.

4. Contracted Management Services

To manage all foundation business operations, projects and programs \$41,000 is budgeted for the services of professional executive staff on full and part-time basis. This includes the partial compensation for the executive director and Education Program Specialist.

C. Summary

The PDMP Foundation FY 2020 – 2021 budget of \$361,900 provides sufficient funding to allow the Direct Support Organization to contract with the Department of Health to implement peer-to-peer educational courses in three pilot counties as part of the CDC OD2A grant and to continue its efforts to provide supplemental funding in support of the Department of Health's administration of the state Prescription Drug Monitoring Program/E-FORCSE. The funds address the key points outlined in the PDMP law relative to ensuring that all healthcare practitioners are made aware of the requirements to use the database before prescribing a controlled substance to a patient.

ARTICLES OF INCORPORATION
In Compliance with Chapter 617, F.S. (Not for Profit)

ARTICLE I: NAME

The name of the corporation shall be:
The Florida PDMP Foundation, Inc.

ARTICLE II: OFFICE

The principal office address and mailing address, if different is:

10801 Starkey Rd.
#104-221
Seminole, FL 33777

ARTICLE III: PURPOSE

The Purpose for which the corporation is organized is:

to be a direct support organization under the Department of Health to assist the state in carrying out its purposes and responsibilities regarding the promotion of the public health, safety and welfare and to detect and prevent controlled substance abuse and diversion. The Corporation will assist the state by raising money in order to provide assistance, funding, and promotional support for the activities authorized for the prescription drug monitoring program; submitting requests for and receiving grants from the Federal Government, private foundations, corporations; conducting programs and activities; raising funds; requesting and receiving gifts, and bequests of money; acquiring, receiving, holding, and investing, in its own name, securities, funds, objects of value, or other property, either real or personal; and making expenditures or providing funding directly or indirectly to or for the benefit of the Department of Health's Prescription Drug Monitoring Program.

Notwithstanding any other provision of these articles, this Corporation shall not engage in any activities or exercise any powers that are not in furtherance of the purposes of this Corporation.

Upon the dissolution of the Corporation, assets shall revert to the Department of Health or to the state if the Department of Health no longer exists. Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of the Corporation is then located, exclusively for such purposes or to such organization or organizations, as said court shall determine, which are organized and operated exclusively for such purposes.

ARTICLE IV: MANNER OF ELECTION

The manner in which the Directors are elected or appointed:

The number of Directors on the Board of Directors shall be no less than five (5) and no more than eleven (11), provided that the total number of Directors shall be an odd number. Membership on the Board of Directors may include: state employees other than state employees from the Department of Health, and any other non-state employees as appropriate to serve on the board e.g. health care practitioners licensed under Chapters 458, 459, 461, 462, 463, 464, 465, and 466, Florida Statutes and those members of the public who are interested in improving patient standard of care and reducing controlled prescription drug abuse and controlled prescription drug diversion.

The State Surgeon General shall appoint Directors to the Board of Directors members for the direct support organization by staggered two (2) year terms. All Directors may be reappointed by the State Surgeon General to serve consecutive terms of office with no limit to the number of terms served.

All vacancies shall be filled by appointment by the State Surgeon General. Each Director shall hold office until the expiration of the term for which appointed, or until resignation or removal. The Directors shall serve at the pleasure of the State Surgeon General. Provided further, upon the recommendation of the Board, the State Surgeon General shall consider removal of a Director for cause.

ARTICLE V: DIRECTORS AND OFFICERS

Jill Rosenthal, MD, MPH, Chair
3972 NW 52 St
Boca Raton, FL 33496
Term Expires: June 2020

Samir Vakil, DPM, Vice Chair
352 Milus St.
Punta Gorda, FL 33950
Term Expires: August 2020

Lee Ann Brown, DO, Secretary
720 Harbor Island
Clearwater Beach, Florida 33767
Term Expires: July 2021

Greg Nazareth, R. Ph, Treasurer
Walmart
7725 NW 48th Street Suite 150
Doral, Florida 33166
Term Expires: July 2021

Sally West, Director
2966 Bayshore Drive
Tallahassee, Florida 32309
Term Expires: July 2021

Nomen Azeem, MD, Director
9360 Balm Riverview Road
Riverview, Florida 33569
Term Expires: July 2021

Daniel Gesek, DMD, Director
1409 Kingsley Avenue
Jacksonville, Florida 32216
Term Expires: July 2021

Tyler Davis, Director
One CVS Drive Woonsocket
Rhode Island 02895
Term Expires: July 2021

Hon. Al Nienhuis, MBA
Sheriff, Hernando County
Post Office Box 10070
Brooksville, Florida 34603
Term Expires: July 2021

Lorraine Duthe, Esq. (NY)
1401 NW 136th Ave.
Sunrise, FL 33323
Term Expires: June 2020

Anthony Silvagni, DO, PharmD
3200 South University Drive
Davie, Florida 33328
Term Expires: July 2021

ARTICLE VI. DUTIES OF OFFICERS

Chair

The Chair shall be the Chief Executive Officer of the Corporation and shall preside at all meetings of the members and Board of Directors. The Chair shall coordinate Board matters with the Executive Director including the general management of the affairs of the Corporation and all orders and resolutions of the Board of Directors.

Vice Chair

During the absence or disability of the Chair, the Vice Chair shall have all the powers and functions of the Chair. The Vice Chair shall perform such other duties as the Board of Directors shall prescribe.

Secretary

The Secretary in cooperation with the Executive Director shall ensure that the minutes of the meetings of the Board of Directors are completed and distributed upon approval, and shall have custody of the seal of the Corporation and the power to affix and attest the same to documents when duly authorized by the Board of Directors. The Secretary shall have charge of such books and papers as the Board of Directors may direct; and performed all duties incidental to the office.

Treasurer

The Treasurer shall coordinate with the Executive Director the care and custody of the funds and securities of the Corporation, and shall deposit said funds in the name and to the credit of the Corporation in such bank or trust company as the Board of Directors may elect; and shall, when duly authorized by the Board of Directors, coordinate with the Executive Director the signing and execution of all contracts in the name of the Corporation, when countersigned by the Chair, Executive Director or a designee; and shall also sign all checks, drafts, notes and orders for payment of money, which shall be duly authorized by the Board of Directors. Any payment in excess of Five Thousand Dollars (\$5,000) shall be countersigned by the Chair, Executive Director or a designee. The Treasurer, with the approval of the Chair, shall provide copies of the fiscal budget and financial statements to any Director of the Corporation upon request within three business days. At the end of each fiscal year, the Treasurer shall have an audit of the accounts for the Corporation made by a Certified Public Accountant approved by the Board of Directors, and shall present such audit in writing at the regular annual meeting of the Board of Directors and at which time shall also present an annual report setting forth in full the financial condition for the Corporation. The annual audit and the annual report shall also be presented in writing to the Department of Health and Department of Financial Services.

ARTICLE VII: BYLAWS

Bylaws of the Corporation may be adopted, amended or revised by a simple majority of the Directors present at any regular meeting of the Board of Directors, provided that the proposed bylaws or amendment has been read at the previous meeting or that a copy of the proposed bylaw or amendment has been sent to members at least seven (7) days prior to the meeting at which voting on the bylaws or amendment is to take place.

ARTICLE VIII: REGISTERED AGENT AND STREET ADDRESS

Robert M. Macdonald
10801 Starkey Rd.
#104-221
Seminole, FL 33777

ARTICLE IX: INCORPORATOR

Robert M. Macdonald
Executive Director
Florida Prescription Drug Monitoring Program
Foundation, Inc.
10801 Starkey Rd.
#104-221
Seminole, FL 33777

Having been named as registered agent to accept service of process for the above stated corporation at the place designated in this certificate, I am familiar with and accept the appointment as registered agent and agree to act in this capacity.

Signature/Registered Agent
Robert M. Macdonald

Date

Signature/Incorporator
Robert M. Macdonald
Executive Director, Florida PDMP Foundation, Inc.

Date

FLORIDA MEDICAL ASSOCIATION PROPOSAL FOR SERVICES

Overview

Florida Medical Association (FMA) is pleased to submit this proposal to support the Florida PDMP Foundation, Inc., in its goal to deliver the following educational interventions to improve Florida practitioner recognition and utilization of Florida's Prescription Drug Monitoring Program, *E-FORCSE*:

- Series of up to 10 live, in-person educational modules about E-FORCSE, approximately 1 ½ hours in length, held at various times and venues between July 1, 2020 and June 30, 2021. Each module to be approved for *AMA PRA Category 1 credit™*. Participation at FMA CME events can be reported to CE Broker for Allopathic physicians (MD), Osteopathic physicians (DO), Physician Assistants (PA-C), Advanced Practice Registered Nurses (APRN)
- Online, video-based continuing education course about E-FORCSE posted in the FMA's existing online CME platform (credit reported to CE Broker for MDs, DOs, PAs, APRNs, and Podiatrists)
- Series of personalized emails delivered to specific healthcare professionals practicing in Florida who are the most likely mandated users of the PDMP. These emails can promote the availability of education in the FMA's online catalog and any other messages of importance to the FL PDMP Foundation relating to E-FORCSE.
- Series of E-FORCSE updates and tools delivered via *FMA News*, our weekly newsletter (content and schedule to be agreed upon by FMA communications staff and FL PDMP Foundation personnel)

The FMA is a prolific accredited CME provider and typically offers hundreds of hours of continuing education credit directly and via joint providership relationships every calendar year. The FMA has an exclusive online educational platform that supports digital education for multiple groups of healthcare professionals licensed in Florida. In addition, the FMA's email publication and *Medical Magazine* have been used frequently to communicate educational and informational public health messages of importance to physicians in Florida. Finally, the FMA has regularly worked with various state and civic organizations to deliver key public health messages to all physicians and groups of physicians in Florida, either via email or during FMA Annual Meeting.

Who We Are

Founded in 1874, the Florida Medical Association is a professional association dedicated to the service and assistance of Doctors of Medicine and Doctors of Osteopathic Medicine in Florida. The FMA represents more than 20,000 physicians on issues of legislation and regulatory affairs, medical economics and education, public health, and ethical and legal issues. We advocate for physicians and their patients to promote the public health, ensure the highest standards of medical practice, and to enhance the quality and availability of health care in the Sunshine State.

Our Proposal

The FMA is recognized by physicians and fellow CME providers as an educational thought leader in the state of Florida with the ability to deliver both live and online continuing medical education programming to meet the needs of specific physician and other health care professional audiences. The FMA proposes a partnership that will support the delivery of the items outlined in the first paragraph of this proposal. To support these efforts, we can rely on a robust communications infrastructure that includes a sophisticated database containing current contact information for all physicians licensed in Florida, regular electronic publications, and the ability to send mass emails to targeted groups of members and nonmembers when the need arises. The FMA database also includes contact information for all APRNs, physician assistants and Podiatric Physicians licensed in Florida.

Available Resources

1. Personnel with detailed knowledge and skills in the following areas:
 - CME, accreditation, and education
 - Communications and public relations
 - Graphic design and layout
 - Editing and proofing
 - Financial and accounting principles
2. Internal learning management system and online CME catalog housed on the FMA website that allows for online evaluation, online testing, issuance of CME certificates, and reporting of CME credit earned to CE Broker, the Department of Health's official CE tracking system. The FMA is currently eligible to report *AMA PRA Category 1 creditTM* earned by allopathic physicians, osteopathic physicians, physician assistants, ARNPs, podiatric physicians, and certified midwives.

Project Deliverables

CME Monograph:

1. Joint Providership of up to 10 educational modules for *AMA PRA Category 1 credit™* (1.5 credits each) held at various times and venues between July 1, 2020 and June 30, 2021
2. Fully operational online CME course posted in the FMA's online CME catalog
3. Demographic and evaluation data collected from learners on a quarterly basis
4. Reporting of all earned credit to CE Broker on a weekly basis

Supplied Materials

The following materials are to be supplied by personnel from the Florida PDMP Foundation, Inc:

- All supporting information required for a regular jointly provided CME course (concept, objectives, contributor information, and all required supporting forms)

Pricing

Services Cost	Price
CME Accreditation Fees and Delivery Fees	
Joint Providership of up to 10 educational modules for <i>AMA PRA Category 1 credit™</i> (1.5 credits each) held at various times and venues between July 1, 2020 and June 30, 2021. Includes support during the application process, procurement of approval, tracking of activities and credit, and reporting of all credits earned to CE Broker.	\$1,500
Joint Providership of an online, video-based CME module for <i>AMA PRA Category 1 credit™</i> (1.5 credits). Includes inclusion of course in FMA's online CME catalog for three years or for up to 350 learners , support during the application process, procurement of approval, tracking of activity and credit, and reporting of all credits earned to CE Broker. (\$15 per course delivered.)	\$5,250
Total	\$6,750

Conclusion

We look forward to working with the Florida PDMP Foundation and supporting your efforts to educate physicians about the utility and efficacy of Florida's PDMP Program, E-FORCSE. We are confident that we

can meet the challenges ahead and stand ready to partner with you in delivering effective educational resources.

If you have any questions about this proposal, please contact Melissa Carter by email at mcarter@flmedical.org or by phone at 850.224.6496.

Thank you for your consideration.