

# Managing Speaker Program Risk

Speaker programs offer healthcare professionals access to critical product and disease state information from other HCPs who utilize the products, but they are high-risk from a compliance perspective.

**Managing Speaker Program Risk** covers the guidelines and policies that must be followed when conducting a speaker program to ensure compliance with applicable regulations and policies. The estimated time to complete this module is 30 minutes.

## Introduction

- Welcome
- Module Overview
- Learning Objectives
- About this Module

## Program Planning

- Program Requests
- Program Logistics
- Program Attendees
- Audience Requirements
- Company Attendees
- Virtual Speaker Programs
- Scenario: A Request for a Guest
- How Should Mike Respond?

## Program Speakers

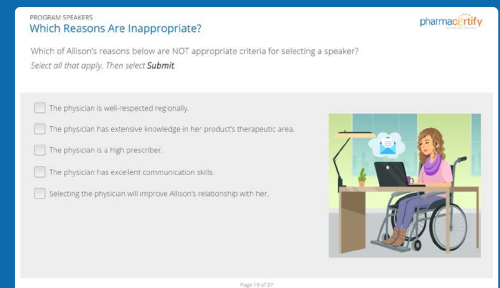
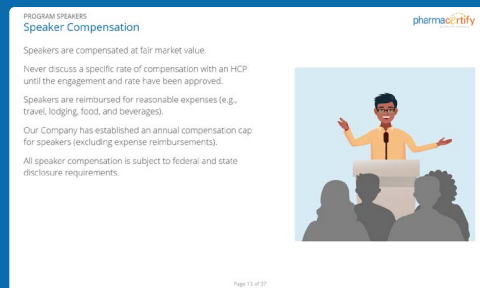
- Speaker Selection
- Speaker Criteria

- Speaker Compensation
- Speaker Agreement
- Speaker Training
- Scenario: Selecting a Speaker
- Which Reasons are Appropriate?

## Program Execution

- Program Owner Responsibilities
- Speaker Preparation
- Attendee Management
- Program Management
- Speaker Responsibilities
- Deviations from Approved Content
- Responding to Audience Questions
- Answering Off-Label Questions
- Scenario: An Off-Label Remark
- What Should the Program Owner Do?
- Scenario: A Request for Off-Label Information
- How Should Dr. Evans Respond?

All courses are easily customized to reflect your policies and procedures.



## Post Program Activities

- Reporting Compliance Violations and Adverse Events
- Program Close Out
- Knowledge Check

## Conclusion

- Summary
- For More Information
- Assessment