

# ANCC COMPLIANCE AND WORKING WITH YOUR SESSION MODERATOR

Sigma Theta Tau International, Honor Society of Nursing (Sigma) is accredited as a provider of nursing continuing professional development by the American Nurses Credentialing Center's (ANCC) Commission on Accreditation.

## WORKING WITH YOUR SESSION MODERATOR

In each session, a moderator is present to help keep you on time and compliant with ANCC's guidelines. Before your session begins, the moderator will meet with you to discuss the following:

- 1) The order of presentations during the session. There are generally two to three presentations within each session. The order is decided by the moderator and speakers in that session.
- 2) How would the presenters prefer to handle questions from the audience?  
Option A: Hold all questions until the end of all presentations.  
Option B: Answer questions after each presentation in the session.
- 3) Sign the **Moderator Report Form**. This form verifies you presented and is part of the Sigma nursing continuing professional development process.
- 4) Review the color cards. The moderator will hold these cards up, when applicable, during your presentation.

The black card signals a perceived commercial bias.

The green card signals to you that you have 5 minutes of speaking time left. Begin to wrap up your presentation.

The yellow card indicates that there are 2 minutes left. Make any concluding remarks you have.

The red card signals that time is up. You must finish on time to ensure that participants are not late to other sessions.

## AVOIDING CONFLICT OF INTEREST AND BIAS

Conflict of interest and/or bias **MUST** be avoided in order to provide nursing continuing professional development for this event. Remember, the black card means that you may be perceived as having a potential conflict of interest/bias.

This does not necessarily mean that one has occurred, but you will need to be cognizant of your wording and terminology to avoid statements that would present a conflict of interest.

**Commercial interest:** Any entity producing, marketing, reselling, or distributing healthcare goods or services consumed by or used on patients or an entity that is owned or controlled by an entity that produces, markets, resells, or distributes healthcare goods or services consumed by or used on patients. Or an entity that advocates for use of the products or services of commercial-interest organizations. Exceptions are made for nonprofit or government organizations and non-healthcare-related companies.

**Bias:** Tendency to cause favoritism toward something or someone or to influence the actions or thoughts of others. In this case, to bias someone toward a specific commercial product or image.

At the end of the presentation, the moderator will share any concerns related to the violation of conflict of interest with the speaker.

## DISCLOSURES DURING THE SESSION

The moderator will read the accreditation statement to the participants at the start of the session. ANCC requires that this statement be read, verbatim. Then, he or she will introduce each speaker.

If necessary, the presenter should announce one (or both) of the following statements before you begin speaking:

- Disclose to the audience if you have affiliations with your research, work, or products that you will be speaking about.
- Issue the following statement before your presentation if you are a book author: "My name is \_\_\_\_\_ and I am disclosing that I have a contractual relationship with \_\_\_\_\_ as the publisher of my work."

## Do's

- Use generic names of products (e.g., hook and loop fastener, tissue, patient simulator, etc.)
- Encourage attendees to seek resources regarding the topic area, but do not drive them to a specific text, organization, or product
- Deliver a presentation on the concepts or research behind a book or product but only as it relates to the theme of the event or presentation
- Announce that you are an author or publisher, but do not mention the title of the work or book during the presentation
- You can make statements such as, "Based on my research, the *Communication Model* shows that one person can talk to three people," or "My work in communication shows that this is possible."

## Don'ts

- Name or refer to a commercial product (e.g., book, Velcro™, Kleenex™, SimMan™, etc.)
- Disclose where a commercial product can be purchased during a presentation
- Announce book signings
- Announce the publisher of a book
- Announce the manufacturer of a commercial product
- Make statements such as, "The model is found in my book," or "Read more about this in my book, *How People Communicate*."

## **AFTER THE SESSION**

Some participants may have questions that were too lengthy to answer during the presentation. After the session is over, you may continue to answer questions outside of the presentation room in order to be respectful of the next presenter's time.

If requested by the speaker, the moderator can take notes regarding the questions that the speaker received during the presentation. This can be valuable feedback on things that you may want to include in future presentations or printed works. The moderator will also review any concerns related to conflict of interest.