**Reference Questions for Potential Medical Education Partners**

**Company: Reference: Date Called: Caller:**

1. In your experience, did this company adhere to CME guidelines, including the Standards for Commercial Support, at all times ?
2. Do you feel the employees of this company have a solid understanding of the ACCME Updated Criteria?
3. Do you find the company employees to conduct themselves ethically at all times ?
4. Do you find that the company tried to bias the material in any way– in regards to the supporting company’s products?
5. Did the company employees adhere to timelines?
6. How was the communication between your staff and the other members of the project team?

Was it constant?

Do you feel they kept you informed and up-to-date regarding the project at all times?

1. Were you able to establish confidence and trust in their abilities ?
2. What are their strengths?
3. Weaknesses?
4. Would you work with this company again?
5. Any other concerns or anything else you would like to share in regards to your experience with this company?