

Learn the
business side of medicine...



... at your **convenience**
with ACPE's



American College of Physician Executives



InterAct courses come in many shapes and sizes.

- Video on CD
- Audio track with PowerPoint presentations
- Online text courses

No matter what the format, InterAct courses can be taken on virtually any home or office computer.

Full InterAct courses

Full InterAct courses include online sessions with faculty. These sessions are 3 to 6 weeks in length, but you don't ever have to be online at a particular time of day. Watch the lectures on CD and participate in the discussions and case studies during the scheduled online sessions.

InterAct Express courses

InterAct Express courses do not include a scheduled online session. These are complete, self-study courses on CD or online that you take at your convenience.

For more information, visit ACPE.org/Interact

Graduate Degree and Board Certification Credit

Many InterAct courses may be used as credit in ACPE's graduate degree program with **Carnegie Mellon University, Tulane University, University of Southern California or University of Massachusetts Amherst.** For more information about the graduate degree program visit: www.acpe.org/degrees.

These same credits can be used to meet the education requirement to become a **Certified Physician Executive (CPE).** For more information visit: www.cmm.org

The InterAct courses listed below are available as both **Full InterAct** (*with online sessions*) and **InterAct Express** (*self-study*):

- Ethical Challenges of Physician Executives
- Financial Decision Making
- Health Law
- Managing Physician Performance
- Three Faces of Quality

Ethical Challenges of Physician Executives

Ethical questions abound in today's health care world. This course will help you address critical issues such as:

- Building ethics into your organization's culture, especially its policies and procedures.
- Preventing and managing ethical conflicts at the bedside.
- Responsibly managing your organization's resources.
- Responding to patients' refusals of necessary medical interventions.

	Full InterAct Course	InterAct Express (self study)
CME	12	5
Graduate Credits	12 Elective	5 Elective
Online Session	Yes (3 weeks)*	No
Technology	Video on CD	Video on CD
Price	\$625 ACPE members \$700 non-members	\$325 ACPE members \$400 non-members

Laurence B. McCullough, PhD — *Baylor College of Medicine*

What you'll receive when you purchase this course:

- Course CD(s)
- Booklet of slides
- Email containing online session Web link (*if taking full course*)

Financial Decision Making

The ability to apply financial principles and concepts to decision making is crucial for the physician executive. This course provides the knowledge and skills to turn the mysteries of finance into tools you can use to shape your organization's strategic future. Topics include:

- Completely understanding financial and accounting statements.
- Budgeting and cost management that makes sense.
- Productivity and performance enhancement.
- Risks and returns within your organization and in capital markets.
- Practical investments for short and long term goals.

	Full InterAct Course	InterAct Express (self study)
CME	24	12
Graduate Credits	24 Core	Online session required for graduate credit
Online Session	Yes (6 weeks)*	No
Technology	Video on CD	Video on CD
Price	\$1250 ACPE members \$1400 non-members	\$650 ACPE members \$800 non-members

Steven Finkler, PhD, CPA — *New York University*

What you'll receive when you purchase this course:

- Course CD(s)
- Booklet of slides
- *Finance & Accounting for Nonfinancial Managers* Book
- Email containing online session Web link (*if taking full course*)

* See order form for dates of online sessions.

Essentials of Health Law

Today's complex legal environment can cause many headaches for health care organizations. This course will give you an understanding of laws pertaining to health care, including the business side of medicine. You'll focus on specific areas including:

- HIPAA and patient rights.
- Stark legislation, antitrust traps, employment contracts.
- Peer review, disruptive practitioners, practitioner health.
- Current legal trends and rulings and how they apply to your organization.

	Full InterAct Course	InterAct Express (self study)
CME	14	8
Graduate Credits	14 Elective	8 Elective
Online Session	Yes (3 weeks)*	No
Technology	Video on CD	Video on CD
Price	\$625 ACPE members \$700 non-members	\$325 ACPE members \$400 non-members

Susan Lapenta, JD — *Horty Springer & Mattern*

Henry Casale, JD — *Horty Springer & Mattern*

What you'll receive when you purchase this course:

- Course CD(s)
- Booklet of slides
- Email containing online session Web link (if taking full course)

Managing Physician Performance

Managing a group of doctors can be a formidable challenge. This course will provoke your thinking about managing performance and vastly improve your practical knowledge through role-playing, case studies and exercises. You'll learn how to:

- Use four theories of human behavior in organizations.
- Determine six dimensions of performance for a position.
- Design and ask interview questions that create a meaningful exchange.
- Create and execute a performance management system.
- Write clear definitions for the dimensions of physician performance.

	Full InterAct Course	InterAct Express (self study)
CME	24	13
Graduate Credits	24 Core	Online session required for graduate credit
Online Session	Yes (6 weeks)*	No
Technology	Video on CD	Video on CD
Price	\$1250 ACPE members \$1400 non-members	\$650 ACPE members \$800 non-members

Howard Kirz, MD, MBA, FACPE

Sue Cejka — *Grant Cooper & Associates*

Timothy Keogh, PhD — *Citadel School of Business Administration*

What you'll receive when you purchase this course:

- Course CD(s)
- Booklet of slides
- Email containing online session Web link (if taking full course)

* See order form for dates of online sessions.

Three Faces of Quality

Updated

With the quality movement sweeping health care organizations across the country, this course provides you with a solid foundation of quality management principles and a wealth of practical applications that can be put into practice immediately. Among the topics addressed:

- Evidence-based medicine.
- Disease management.
- Consumerism.
- Medical error.
- Biopharmaceuticals.
- Influencing physician behavior.

“I was extremely pleased with the quality of the material, lectures and discussions. The format made me feel like I had a personal relationship with the instructors, even though this is distance learning.”

— William Biermann, MD

Vice President
Blue Bell, PA

	Full InterAct Course	InterAct Express (self study)
CME	24	13
Graduate Credits	24 Core	Online session required for graduate credit
Online Session	Yes (6 weeks)*	No
Technology	Video on CD	Video on CD
Price	\$1250 ACPE members \$1400 non-members	\$650 ACPE members \$800 non-members

David B. Nash, MD, MBA, FACPE — Thomas Jefferson University

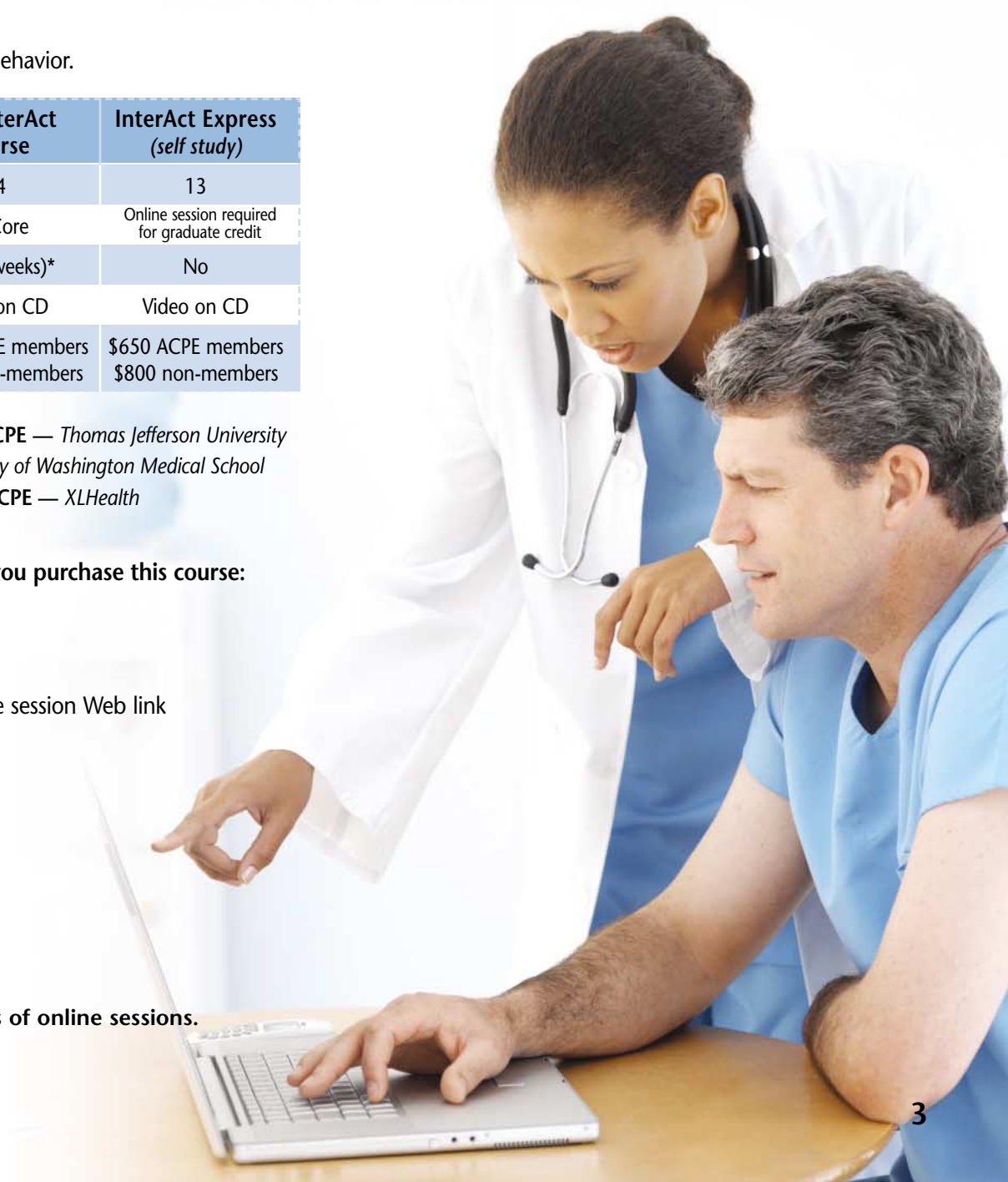
John Coombs, MD — University of Washington Medical School

Harry L. Leider, MD, MBA, FACPE — XLHealth

What you'll receive when you purchase this course:

- Course CD(s)
- Booklet of slides
- Email containing online session Web link (if taking full course)

* See order form for dates of online sessions.



The remainder of the InterAct courses in this catalog are available only as **InterAct Express** (*self-study*).

Physician in Management Seminar

The Physician in Management Seminar (PIM) is ACPE’s foundational course. Over the last 33 years, more than 15,000 physicians have completed the seminar to learn the business skills medical schools don’t teach.

The seminar includes 6 modules that can be completed individually or purchased as a complete series at a discount.

Marketing and Strategic Planning

Eric Berkowitz, PhD — *University of Massachusetts School of Management*

Discover key marketing concepts and strategies and their use in leading health care organizations: target markets, competitive advantage, the marketing mix, relationship marketing, branding, and more.

Powerful Negotiation Skills

Roger Dawson — *Roger Dawson Productions, Inc.*

Unveil the secrets and strategies associated with negotiation processes — how and when to apply them, how to recognize and defend against them.

Increasing Your Influence

Charles E. Dwyer, PhD — *University of Pennsylvania*

Learn organizational characteristics and the roles of power, authority, and perception as they relate to the physician executive’s ability to influence the behavior of others.

Finance in Health Care Organizations

Hugh Long, MBA, PhD, JD — *Tulane University School of Public Health and Tropical Medicine*

Hear about basic economic principles and their “real-world” application in managing today’s health care organizations.

Valuable Communication Skills

Timothy J. Keogh, PhD — *Citadel School of Business Administration*

Learn how to develop and encourage effective communication skills that will bring the influence and respect you need from your colleagues — both those below and above you.

Meetings & Management Skills

Roger Schenke — *American College of Physician Executives*

Explore practical tools for effective managerial decision making, including group dynamics, skills needed to lead meetings, and more.

Complete Seminar InterAct Express (<i>self study</i>)		Individual Modules			
		CME	Graduate Credits	Price	
CME	35	Marketing	7	7 Core	\$305 ACPE Members \$320 non-members
Graduate Credits	21 Core / 14 Elective	Negotiation	7	7 Core	\$305 ACPE Members \$320 non-members
Online Session	No	Influence	7	7 Core	\$305 ACPE Members \$320 non-members
Technology	Video on CD	Finance	7	7 Elective	\$305 ACPE Members \$320 non-members
Price	\$1400 ACPE members \$1475 non-members (Save up to \$130 when you order the complete seminar.)	Communication	3.5	3.5 Elective	\$155 ACPE Members \$160 non-members
		Management	3.5	3.5 Elective	\$155 ACPE Members \$160 non-members

What you’ll receive when you purchase this course:

- Course CD(s)
- DiSC Personality Profile Booklet (*for Communication Skills module only*)

Leadership Skills for Medical Staff Officers

With *The Joint Commission* approving new leadership standards for medical staff and medical staff officers, this course will ensure that your medical staff gets the business and management training they need.

The program includes 4 modules that can be taken individually or purchased as a complete program at a discount.

Medical Staff Leadership and Credentialing & Privileging

Al Fritz, MHA — *The Greeley Company*

Gain the skills to be a more effective leader including the importance of masterfully approaching credentialing.

Effective Meetings and Organizational Politics

Roger Schenke — *American College of Physician Executives*

Learn the practical side of running meetings and how to use organizational politics in a positive way.

Hospital Finance for Medical Staff Officers

Mark Covaleski, PhD, CPA — *University of Wisconsin*

Expand your knowledge of financial statements, strategic plans, and the operating budget.

Quality and Patient Safety

Robert Marder, MD — *The Greeley Company*

Identify and clarify the roles of physician leaders in reducing medical errors and establishing quality of care.

Complete Program InterAct Express (self study)		Individual Modules	
		CME	Price
CME	18		
Graduate Credits	–		
Online Session	No		
Technology	Video on CD		
Price	\$725 ACPE members \$800 non-members (Save up to \$45 when you order the complete seminar.)		
		Credentialing and Privileging	7.5 \$310 ACPE Members \$350 non-members
		Meetings and Organizational Politics	3.5 \$145 ACPE Members \$165 non-members
		Hospital Finance	3.5 \$145 ACPE Members \$165 non-members
		Quality and Patient Safety	3.5 \$145 ACPE Members \$165 non-members

What you'll receive when you purchase this course:

- Course CD(s)
- Booklet of slides

“The availability of online professors who quickly and effectively addressed my questions and helped me to move forward in the courses was invaluable.”

— Yolanda Reyes-Iglesias, MD
Chief of Neurology
Miami, FL



Computerized Physician Order Entry (CPOE)

CPOE is — or will be — a key initiative at many health care organizations. This course will help you:

- Understand the benefits that a CPOE system can offer your organization.
- Gain an appreciation of the time and resources that are involved in implementing and maintaining CPOE.
- Learn the steps required to move from the conceptual stage to actual operation.

InterAct Express (self study)	
CME	3.5
Graduate Credits	3.5 Elective
Technology	Online audio / Powerpoint
Price	\$175 ACPE members / \$250 non-members

Joseph Catapano, MD, MMM — *Solaris Health*
 Marvin Eastlund, MD, FACOG — *Dupont Hospital*

What you'll receive when you purchase this course:

- Email containing Web link to online course

Successful IT Change Management

Implementing a new information technology project requires special skills and knowledge. In this course you'll work through models for implementation in the real world and learn known solutions and key tactics for IT success. The course covers:

- Tools for gaining commitment.
- Dealing with technical shortcomings.
- Improving project management skills, training and communication.

InterAct Express (self study)	
CME	3.5
Graduate Credits	3.5 Elective
Technology	Online text
Price	\$175 ACPE members / \$250 non-members

David Masuda, MD, MS

What you'll receive when you purchase this course:

- Email containing Web link to online course



Using Technology for Knowledge Management

Managing the data generated through information technology will help you better understand your health care organization's performance. This course looks at how:

- Knowledge governance, cognitive fit, and knowledge engineering are key to managing information
- Technology is being used in knowledge management: vendors vs. "home-grown" efforts.
- Knowledge management contributes to improving health care outcomes and economics.

InterAct Express (self study)	
CME	3.5
Graduate Credits	3.5 Elective
Technology	Online audio / Powerpoint
Price	\$175 ACPE members / \$250 non-members

Mark Pierce, MD
Mark Clare, MS, MA

What you'll receive when you purchase this course:

- Email containing Web link to online course

"I thought the Full InterAct courses would be difficult to squeeze into my busy schedule, but in fact it was quite manageable."

— Raymond L. Singer, MD
Associate Chief of Cardiothoracic Surgery
Allentown, PA

Taking Charge of Change

Getting your staff to buy in to change can be a daunting task. This course brings focus to the myriad challenges of organizational change and the physician executive's role in guiding and sustaining those changes. You'll learn:

- New skills and tools to enhance personal leadership to shepherd change.
- How to determine the rate and timing of change implementation.
- Managing staff members' responses to changes.
- Finding the resources to sustain change.

This course includes an online interactive change simulation game that reinforces the teaching through real life scenarios.

InterAct Express (self study)	
CME	12
Graduate Credits	—
Technology	Audio on CD
Price	\$600 ACPE members / \$750 non-members

Edward O'Connor, PhD — *Implementation Institute*

What you'll receive when you purchase this course:

- Audio CD
- Booklet of slides
- Email containing Web link to online course
- E-learning simulation access (*expires after 8 weeks*)

Mastering the Basics of Health Care Finance

The ability to apply financial principles and concepts to decision making is key for physicians managing their own practice, department or group. This course provides the basics of:

- Budgeting.
- Managing costs.
- Reporting results.
- Accounting for health care organizations.
- Capital budgets.

InterAct Express (self study)	
CME	4
Graduate Credits	–
Technology	Online video / Powerpoint
Price	\$200 ACPE members / \$275 non-members

Steven Finkler, PhD, CPA — *New York University*

What you'll receive when you purchase this course:

- Email containing Web link to online video
- Course CD(s) available on request

Practice Management

Targeted especially for small- to medium-sized group practices, the Practice Management course will help you expand your knowledge of:

- The terms and applications associated with financial management.
- Information technology management.
- Quality measurement and improvement.
- General practice operations.

This course also includes a dynamic, online simulation called "Secrets of America's Best Medical Practice" It was created by an award-winning team of e-learning specialists.

InterAct Express (self study)	
CME	14
Graduate Credits	–
Technology	Audio on CD
Price	\$500 ACPE members / \$575 non-members

Barbara Grant, CPA, MST — *Gates, Moore and Company*

Linda Lightner Griffith, CPC — *Medi-Resources, Inc.*

Harry Leider, MD, MBA, FACPE — *XLHealth*

William Smits, MD — *Allergy and Asthma Center*

What you'll receive when you purchase this course:

- Audio CD
- Booklet of slides
- Email containing Web link to online course
- E-learning simulation access (*expires after 5 weeks*)



Business Plans

Health care organizations are leery of investing money without fully understanding the likely return on that investment. As a result, it is crucial for organizations to have a business plan to justify the investment in new projects and ventures. Among the topics you'll study in this online, self-paced course are:

- The business plan process.
- Market analysis.
- Operational strategy.
- Organizational structure.
- The financial plan.
- Analysis of business risks.

InterAct Express (self study)	
CME	5.5
Graduate Credits	5.5 Elective
Technology	Online video / Powerpoint
Price	\$275 ACPE members / \$350 non-members

Steven Finkler, PhD, CPA — *New York University*

What you'll receive when you purchase this course:

- Email containing Web link to online video
- *Business Plans Kit for Dummies* Book



Accreditation

The American College of Physician Executives (ACPE) is accredited by the Accreditation Council for Continuing Medical Education to provide continuing education for physicians.

Designation

The American College of Physician Executives designates these educational activities as *AMA PRA Category 1 Credit™*. Physicians should only claim credit commensurate with the extent of their participation in the activity.

Four Ways to Register



By Mail:

Complete form and mail in the enclosed envelope



By Phone:

Toll free: 800-562-8088
Outside U.S.: 813-287-2000



By FAX:

Complete form and return via Fax to 813-287-8993



Via Internet:

www.acpe.org/interact

Web Lectures

ACPE offers short, 45-minute to 1-hour audio and video Web Lectures on a variety of topics of concern to physician leaders.

Order online at www.acpe.org/weblectures

Topic	CME	ACPE Members	Non-members
Budgeting — Steve Finkler, PhD, CPA ■ Basics of budgeting in health care organizations ■ Operating and flexible budgets, accrual accounting, capital budgeting	1	\$50	\$120
Managing People — Marty Martin, MPH, PsyD ■ Why and how to manage people effectively ■ How to give feedback, including performance reviews	1	\$50	\$120
Managing Physicians with Disruptive Behavior — Barbara Linney, MA ■ Define disruptive behavior and its effect on patient care ■ Understand the legal issues around disciplinary action	1	\$50	\$120
Organizational Politics — Roger Schenke ■ Understand the behaviors, decision processes and influences of the formal organization and the informal or “shadow” organization	1	\$50	\$120
Pay for Performance — James Reynolds • David Roble ■ What is Pay 4 Performance and gain sharing? ■ Learn how Pay 4 Performance and Gain Sharing together can create win-win benefits for patients, purchasers, physicians and hospitals	1	\$50	\$120
Running Effective Meetings — Roger Schenke ■ Learn which meeting structures to use for specific problems and goals ■ How to administer a meeting toward efficient and successful outcomes	1	\$50	\$120
Small Group Dynamics — Roger Schenke ■ How people behave in groups and characteristics of group size ■ The effects of manipulating group size and characteristics ■ What size group to use for specific instances and desired outcomes	1	\$50	\$120
Negotiating a Contract and Closing the Deal — Sue Cejka	--	\$55	\$75
Hiring and Retaining Physicians: Part One – Part Two – Part Three — Carol Westfall	--	free	free
Careers in Pharmaceutical Medicine — Ross Tonkens	--	free	free
Preventive Ethics: How to Avoid Unethical Conflicts of Interest — Larry McCullough, PhD	--	free	free
Providing Effective Feedback — Timothy Keogh, PhD	--	free	free
Negative Feedback: Words to Say and Courage to Do It — Timothy Keogh, PhD	--	free	free

InterAct Order Form

Fax this completed form to ACPE at 813-287-8993 or mail it to ACPE in the enclosed envelope.

Name _____

Email _____ Position _____

Organization _____

Address _____

City, State, Zip _____

Telephone _____ Fax _____

PAYMENT: Bill me Check (made payable to ACPE) MasterCard Visa Discover AMEX

Card number _____ Expiration date _____

Cardholder's name _____ Cardholder's signature _____

Full InterAct Courses

Ethical Challenges

12 CME • \$625 members/\$700 non-members

With Online Session (choose date)

- June 6 – 26, 2008
- August 15 – September 4, 2008
- October 3 – 23, 2008

InterAct Express (self study) CD only

- 5 CME • \$325 members/\$400 non-members

Financial Decision Making

24 CME • \$1250 members/\$1400 non-members

With Online Session (choose date)

- April 11– May 22, 2008
- June 13 – July 24, 2008
- September 5 – October 16, 2008
- October 31 – December 11, 2008

InterAct Express (self study) CD only

- 12 CME • \$650 members/\$800 non-members

Health Law

14 CME • \$625 members/\$700 non-members

With Online Session (choose date)

- April 25 – May 15, 2008
- July 25 – August 14, 2008
- October 24 – November 13, 2008

InterAct Express (self study) CD only

- 8 CME • \$325 members/\$400 non-members

Managing Physician Performance

24 CME • \$1250 members/\$1400 non-members

With Online Session (choose date)

- June 27 – August 7, 2008
- September 12 – October 23, 2008
- November 28, 2008 – January 8, 2009

InterAct Express (self study) CD only

- 13 CME • \$650 members/\$800 non-members

Three Faces of Quality

24 CME • \$1250 members/\$1400 non-members

With Online Session (choose date)

- May 9 – June 19, 2008
- July 25 – September 4, 2008
- September 19 – October 30, 2008

InterAct Express (self study) CD only

- 13 CME • \$650 members/\$800 non-members

InterAct Express Courses

Physician in Management Seminar

- Full Seminar (InterAct Express Only)
35 CME • \$1400 members/\$1475 non-members

Individual Modules

		Members/ non-members
<input type="radio"/> Marketing	7 CME	\$305/\$320
<input type="radio"/> Negotiation	7 CME	\$305/\$320
<input type="radio"/> Power and Influence	7 CME	\$305/\$320
<input type="radio"/> Finance	7 CME	\$305/\$320
<input type="radio"/> Communication Skills	3.5 CME	\$155/\$160
<input type="radio"/> Management Skills	3.5 CME	\$155/\$160

Leadership Skills for Medical Staff Officers

- Full Program (InterAct Express Only)
18 CME • \$725 members/\$800 non-members

Individual Modules		Members/ non-members
<input type="radio"/> Credentialing	7.5 CME	\$310/\$350
<input type="radio"/> Meetings	3.5 CME	\$145/\$165
<input type="radio"/> Hospital Finance	3.5 CME	\$145/\$165
<input type="radio"/> Quality & Patient Safety	3.5 CME	\$145/\$165

Computerized Physician Order Entry (CPOE)

InterAct Express Only

- 3.5 CME • \$175 members/\$250 non-members

Successful IT Change Management

InterAct Express Only

- 3.5 CME • \$175 members/\$250 non-members

Using Technology for Knowledge Management

InterAct Express Only

- 3.5 CME • \$175 members/\$250 non-members

Taking Charge of Change

InterAct Express (self study) CD
and 8 week computer simulation access

- 12 CME • \$600 members/\$750 non-members

continued on back

If you have taken any of these courses "live," ACPE offers **Reference CDs**. Call us for more information: **800-562-8088**.

Cancellation policy for online sessions only: Must cancel within first week of course or 20% penalty. Courses start on Fridays, so cancellation must be by Thursday of the following week.

InterAct Order Form *(continued)*

InterAct Express Courses

Mastering the Basics of Health Care Finance

InterAct Express Only

○ 4 CME • \$200 members/\$275 non-members

Practice Management

InterAct Express (self study) CD only and 5 week computer simulation access

○ 14 CME • \$500 members/\$575 non-members

Business Plans

InterAct Express Only

○ 5.5 CME • \$275 members/\$350 non-members

Web Lectures

Budgeting

Web Lecture

○ 1 CME • \$50 members/\$120 non-members

Managing People

Web Lecture

○ 1 CME • \$50 members/\$120 non-members

Managing Physicians with Disruptive Behavior

Web Lecture

○ 1 CME • \$50 members/\$120 non-members

Organizational Politics

Web Lecture

○ 1 CME • \$50 members/\$120 non-members

Pay for Performance

Web Lecture

○ 1 CME • \$50 members/\$120 non-members

Running Effective Meetings

Web Lecture

○ 1 CME • \$50 members/\$120 non-members

Small Group Dynamics

Web Lecture

○ 1 CME • \$50 members/\$120 non-members

Negotiating a Contract and Closing the Deal

Web Lecture

○ 0 CME • \$55 members/\$75 non-members

Free Web Lectures

Hiring and Retaining Physicians: Part One, Part Two, Part Three

Careers in Pharmaceutical Medicine

Preventive Ethics: How to Avoid Unethical Conflicts of Interest

Providing Effective Feedback

Negative Feedback: Words to Say and Courage to Do It

To access any of our free Web lectures, go to:
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Via Internet:

www.acpe.org/interact

American College of Physician Executives

400 North Ashley Drive, Suite 400 • Tampa, FL 33602-4322 •
800-562-8088 • 813-287-2000 (Outside U.S.) • 813-287-8993 Fax • www.acpe.org

Frequently Asked Questions



What is the difference between **Full InterAct** and **InterAct Express**?

Full InterAct:

- Includes online sessions with course faculty.
- Online sessions are 3 or 6 weeks in length, depending on the CME.
- Login to the interactive course web site anytime.

InterAct Express:

- Self-study courses you can complete at your convenience.
- No scheduled online session.
- No expiration.

Do I have to take a test to get credit for the course?

- Yes, you will complete a CME or Course Review Quiz after the course is finished.
- If you are pursuing a master's degree or board certification (CPE), you will need to take an additional online multiple choice test to qualify your credits toward the curriculum.

Questions about Full InterAct Courses:

I haven't taken an online course before. How does it work?

- You'll receive CDs with audio/video lectures and a booklet of slides.
- During the scheduled online session, watch the lectures according to the syllabus outline.
- Online activities include discussion questions, case studies, and group projects.
- Login to the course web site a few times a week to read any additional instructions from the faculty and ask questions or add comments to faculty/classmate postings.

Do I have to be online at a certain time or number of times?

- No, you can login anytime day or night.
- No minimum number of times to login per week.

How long does the course last?

- Online sessions are 3 to 6 weeks in length, depending on the CME.

Is there homework?

- In some courses, yes. But typically these do not need to be turned in to faculty.

If I order today, can I get started right away — even though my class may not start for weeks?

- Since you'll receive your CDs in less than a week, you can start watching the lectures in advance, if you prefer. But it is designed to be completed over the scheduled dates of the course.

What if I need to cancel the online session I am scheduled for?

- Call ACPE at **800-562-8088** to cancel your online session, register for a future session and keep the CD(s) and materials. If you do not want to register for another session, return the CD(s) to ACPE and we will refund the tuition.

If you have any other questions, please call us at **800-562-8088**
or visit our web site at **ACPE.org/Interact**.

American College of Physician Executives

For more than 30 years, the American College of Physician Executives has been developing physician leadership. Through medical management education, professional growth and recognition programs, the College strives to build a "critical mass" of physician leaders who can guide the direction of health care. More than 9,000 physicians are members of ACPE, making it the nation's largest organization committed to providing physicians with the skills to increase their influence in their organizations. The College is recognized by the American Medical Association as the specialty society representing physicians in management and holds a seat in the AMA House of Delegates.

*To register for any of the InterAct courses,
call ACPE at **800-562-8088**
or visit our Web site at **ACPE.org/Interact***



American College of Physician Executives

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Tampa, FL 33602-4322

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