REPRESENTATIVE GUIDE

Painting the Patient Journey

Type 2 Diabetes, the Role of Insulin and the Implications of Time-in-Range



Program Overview:

This program is aimed at primary care physicians who are managing patients with type 2 diabetes. It will discuss how to optimize glycemic control using basal insulin and discuss when to intensify therapy.

Scientific Planning Committee:

Dr. Susan Wilkinson

Family Medicine, Ontario

Dr. Basel Bari

Family Physician, Ontario

Dr. Sonja Reichert

Family Medicine, Ontario

Dr. Amel Arnaout

Endocrinologist, Ontario

Dr. Marie-Andree Corbeil Endocrinologist, Quebec

Learning Objectives:

- 1. Determine when to initiate basal insulin and how to optimize this treatment option in type 2 diabetes
- **2.** Discuss the treatment options when a patient using a basal insulin is being asked to change to a biosimilar
- 3. Explain the role of time-in-range measurements to optimize glycemic control and their potential role in reducing short and long-term risk in patients with type 2 diabetes using insulin
- **4.** Determine candidates for, and titration of patients on fixed-ratio combination (FRC) basal insulin

Audience:

The Painting the Patient Journey program is designed for primary care practitioners who manage patients with type 2 diabetes. The program is designed to stimulate discussion around best practices and therapeutic optimization.

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Credits for Family Medicine Specialists:

This 1-credit-per hour Assessment program meets the certification criteria of the College of Family Physicians of Canada and has been certified by the Federation of Medical Women in Canada for up to 2 Mainpro+ credits. Session ID:TBD

Hours for All Health Professionals:

This is a professional learning activity which provided up to 2 hours of Continuing Education.

Educational Grant

As per the National Standard for Support of Accredited Continuing Professional Development (CPD) Activities, this educational program was developed by the Federation of Medical Women in Canada for Continued Advancement in Healthcare Education.

This program is supported by an educational grant from Sanofi Canada.

Session Agenda

Registration and Arrivals

Introduction & Learning Objectives (5 minutes)

Program Content:

Each case is designed to take approximately 30 minutes. Please choose the number of cases based on the time available for the session.

CASE 1:

Initiating Insulin in Type 2 Diabetes

CASE 2:

Utilizing Insulin in Older Adults

CASE 3:

The Value of CGM

CASE 4:

Intensification Beyond Basal Insulin

Question Period

(Please allocate 25% of the session time for questions)

Evaluation and Closing Remarks

Program Navigation & Format

Live/Virtual Speaker-Lead Presentation

This interactive program includes **content slides and interactive questions.**

How a session is conducted:

- The introductory slides of the program will be presented by the speaker.
- The program content slides are divided as follows:

CASE 1: Initiating Insulin in Type 2 Diabetes

CASE 2: Utilizing Insulin in Older Adults

CASE 3: The Value of CGM

CASE 4: Intensification Beyond Basal Insulin

Live/Virtual Moderated Video program

This interactive program includes **expert opinion videos** presented by our **scientific committee members**.

How a session is conducted:

- The introductory slides of the program will be presented by the speaker.
- The program content slides are divided as follows and are available via expert opinion videos:

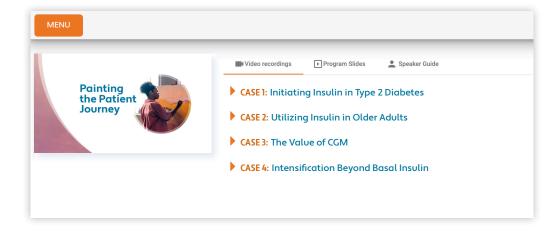
CASE 1: Initiating Insulin in Type 2 Diabetes

CASE 2: Utilizing Insulin in Older Adults

CASE 3: The Value of CGM

CASE 4: Intensification Beyond Basal Insulin

• Each speaker has been provided access to the Speaker site that contains all of the program materials and planning committee video recordings.



• Use of the videos is optional.

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Representative Implementation Tools

The following program material is available on the representative HBU CL Site:

Representative guide

• This guide details all necessary information regarding the **Painting the Patient Journey** program, from the program overview to the implementation process.

Speaker Guide

• This document is provided to the Speaker to outline their role and responsibilities related to the presentation of this program. All material will be made available to the speakers through a speaker site.

List of trained Painting the Patient Journey speakers

• This list will be updated and uploaded to the holding site as speakers are approved by the FMWC and trained on the **Painting the Patient Journey** program.

Tools

- **Virtual Invitation** These will be event specific, please complete the Ethical Review Form to start the process.
- **Live Invitation** The customizable invitation letter should be appropriately adapted to the session by the representative and used to invite physicians to the planned event upon approval of the session by the FMWC
- Attendance Sheet (for live sessions only) This allows participants to sign-in upon arrival on the day of the event. Please note that the Federation of Medical Women in Canada requires each participant sign this document on the day of the event.
 - For virtual sessions: the Facilitator of any virtual session will ensure to capture the list of online attendees before the end of the session.
- **Evaluation Form (for live sessions only)** If you are holding a live event, this document should be distributed to participants at the end of the event. Please note that the FMWC requires each participant completes a form on the day of the event.
 - For virtual sessions: the evaluation form will be programmed online, and the link will be shared in the chat by the facilitator of the meeting at the end of the session.
- **Certificate of Attendance** Certificates of attendance will be distributed via email after the event once attendance (minimum 75%) and the evaluation form completion can be verified.

REPRESENTATIVE GUIDE (CONTINUED)



Qualification of the Speaker

To get a NEW speaker trained, please submit the following information to ethicalreviews@sta.ca:

• Full name, city, province, and e-mail address

Once the speaker is approved, the information to connect to the Speaker site will be sent so that they may access the program material.

Note, there is no honorarium for the self-training.

The trained speakers' list will be updated as speakers are trained.

Speakers must absolutely be qualified and have reviewed the recorded self-training for the **Painting the Patient Journey** program. Failure to have completed this training will prevent the speaker from being a presenter for this program.

Please note that, as per the Innovative Medicines Canada code of conduct, pharmaceutical representatives may not train speakers on the content of the program.

Speaker Implementation Tools

The list of available material provided on this site is described below:

- Recorded train-the-trainer session
 - Speakers will be able to listen to the recorded train-the-trainer session at any given time, should they need to familiarize themselves with the important information presented during the training.
- **Program Presentation** The speaker will be able to access the program content in PowerPoint format.
- Speaker Guide This guide details all necessary information regarding the Painting the Patient Journey program.

As per the national standards, the speakers' honoraria must be managed by a recognized medical organization, in this case, the FMWC. When planning your event, please ensure to follow these guiding principles:

Implementation Step-by-Step for online events

Minimum of 20 business days prior to the online event

- 1. Select speaker from the trained speaker list.
 - Choose a trained speaker pre-approved by the FMWC and who has completed the online self-training
 - Should your speaker not be approved, please refer to the simple steps detailed earlier in this guide.
- 2. Confirm speaker, select event date, and review agenda.
- 3. Send the following necessary documents for the implementation process to:

Painting the Patient Journey Program – IMPLEMENTATION E-mail: ethicalreviews@sta.ca

- Completed Ethical Review Form (please ensure ALL fields are completed)
- Disclosure of potential conflict of interest form and the presenter disclosure slide
- 4. You will receive a written confirmation (within 1 week) by e-mail once the session has been approved by the FMWC.
 - The approval e-mail will include the personalized invitation.
- 5. An honoraria form will be sent to the speaker on behalf of the FMWC.

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Minimum of 5 business days prior to the online event

- 1. Consider organizing a **dry-run with the speaker** for the event.
- 2. **Email reminders** should be considered for the day of the event for registered participants.

On the day of the online event

Please encourage all participants to connect to the platform 15 minutes before the start of the presentation. This will allow sufficient time to explain the functioning of the platform to all participants and ensure that the meeting starts on time.

- 1. Participants can connect via computer, iPad, or smartphone. If they are connecting via iPad or smartphone, they must download the application.
- 2. During the event, please provide some technical assistance as people are joining.
 - Technical support (assistance logging in)
 - Capturing the full list of attendees per session
 - Closing words and evaluation form
- 3. Circulate the evaluation form after the session ends. Participants will be able to complete the form immediately after the meeting.

Within **5 days after** the event

- 1. Prepare the final list of participants.
- 2. Send a final email reminder to participants for the completion of the online evaluation form.

Remind participants that they will only receive their certificate of attendance once the evaluation form has been completed.

- 3. Complete the certificate of attendance with the names of all physicians who attended the meeting and send them to participants via email (note that participants can claim credits using the same procedure as they would for a live event).
- 4. The FMWC will follow up with the speaker directly after the session to have them sign their honorarium form (this will be done via DocuSign).

REPRESENTATIVE GUIDE (CONTINUED)



Implementation Step-by-Step for live events

Minimum of 20 business days prior to the online event

- 1. Speaker selection: Choose a trained speaker pre-approved by the FMWC and who has completed the online self-training.
 - Should your speaker not be approved, please refer to the simple steps detailed earlier in this guide.
- 2. Venue: Ensure your selected venue and menu are approved by the FMWC.
- 3. Send the following necessary documents for the implementation process at least 20 business days prior to your event to:

Painting the Patient Journey Program - IMPLEMENTATION E-mail: ethicalreviews@sta.ca

- Completed Ethical Review Form (please ensure ALL fields are completed)
- Disclosure of potential conflict of interest form and the presenter disclosure slide
- DRAFT Invitation/agenda including session information*
 *Include start and end time of presentation
- 4. You will receive a written confirmation (within 2 weeks) by e-mail once the session has been approved by the FMWC. The approval e-mail will include the Honoraria Expenses Form (to be signed by the speaker at the event).
- 5. Fixed honoraria amounts have been established based on the length of the session and fair market value. The honorarium amount can in no way be modified.

Day of the event, **BEFORE** the presentation

Arrive early and check the following:

- Audiovisual equipment (please be sure to test the sound as the presentation includes videos)
- Lighting
- Noise level
- Temperature
- Room set-up
- Review agenda/timing with host

Prepare all materials as applicable:

- Evaluation forms
- Attendance sheet
- Certificate of attendance
- Pens & paper/notepads

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Day of the event, **AFTER** the presentation

- 1. Confirm all participants have signed the attendance/sign-in sheet (all HCPs).
- 2. Ensure all participants have completed the evaluation form.

Within 1-5 days after the event

Send the following post-documents within 1-5 days after the event to:

Painting the Patient Journey Program - POST-DOCUMENTS E-mail: ethicalreviews@sta.ca

- Attendance sheet/Sign-In Sheet (signed by all participants)
- Evaluation forms (completed by all participants)
- Any additional documents

Should you require any assistance, please do not hesitate to reach out to STA at <u>ethicalreviews@sta.ca</u>. The coordinator will be able to assist or direct you to the appropriate person.

NOTE: For **hybrid sessions**, please contact your CHE manager and follow the rules for hybrid events of your respective company.

ANNEX

Since the cost for hosting continuing health education (CHE) events vary significantly from province to province, and location to location, the CFPC has adopted the Innovative Medicines Canada Code of Ethical Practices for the selection of venues and costs for meals/beverages (Section 6, Business Meetings and Discussions), as opposed to enforcing a set dollar value per province and/or city.

ANNEX: Selection of venues and costs for meals/beverages (Section 6, Business Meetings and Discussions)

Province	Breakfast	Lunch	Dinner
	Maximum cost per individual excluding taxes and gratuities		
Alberta	\$30	\$40	\$75
British Columbia	\$25	\$35	\$55*/\$70**
Manitoba	\$20	\$30	\$75
New Brunswick	\$25	\$30	\$75
Newfoundland & Labrador	\$25	\$30	\$100
Nova Scotia	\$30	\$30	\$75
Ontario	\$30	\$60	\$85
Prince Edward Island	\$35	\$50	\$75
Quebec	\$30	\$40	\$80
Saskatchewan	\$30	\$30	\$75

^{*} Downtown Vancouver

^{**} Elsewhere in the province of British Columbia Table established 2013; revised 2019