



The College of  
Family Physicians  
of Canada

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Le Collège des  
médecins de famille  
du Canada

**CFP • MFC**  
CANADIAN FAMILY PHYSICIAN • LE MÉDECIN DE FAMILLE CANADIEN

### Recommendations to the Editor

	Yes	No	Some Reservations
1) Is the work original?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2) Is the subject important?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3) Is it appropriate for the readers of <i>CFP</i> ?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4) Is the writing clear, and the paper well organized?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5) Is there any evidence of scientific misconduct (plagiarism, inappropriate authorship, duplicate publication, misrepresentation of data)? If yes, please specify in comments to the Editor.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6) Do <u>you</u> have any conflict of interest in reviewing this paper?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### The Bottom Line

- Accept as is,  Accept with minor revisions,  
 Revise - major alterations required,  Reject - further work not worthwhile

**Please record your Confidential Comments to the Editor and Comments to the Author(s) on separate sheets.**



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What we want  
**Checklist for CME program description**

	<b>PRESENT</b>	<b>INCOMPLETE</b>	<b>ABSENT</b>
<b>INTRODUCTION</b>			
Problem for which the program or activity was designed is stated clearly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Importance and relevance to family physicians is indicated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Objectives of the program are described	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Appropriate literature is cited concisely	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>PROGRAM DESCRIPTION</b>			
Is presented in sufficient detail for others to reproduce it	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Original problem is addressed by the program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
An evaluative component of the program is described	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>EVALUATION</b>			
Available data are presented concisely	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>DISCUSSION</b>			
Program is compared with others in the field	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Why it is an improvement over existing programs is indicated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Limitations and difficulties are described	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Planned improvements are presented	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>CONCLUSION</b>			
Relates to the objectives of the program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is justified by the information presented	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>REFERENCES</b>			
Are relevant, current, complete, and accurate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>