Guideline A: **Expert Review Options**

Reference: Standard 3 – Balanced, Evidence-Based, Fair and Objective

The program provider may conduct the expert review by one of two methods: external expert review or expert panel.

Option 1: External Expert Review

1. The learning activity will be reviewed by two external expert reviewers who complete, sign and submit the Expert Review Release Statement (Independent External Expert Reviewers).
   1.1. One expert reviewer will be a Canadian pharmacy professional, unless an exemption is granted by CCCEP.

2. The external expert reviewer may not be:
   2.1. An author or presenter of the learning activity;
   2.2. An employee of the program provider or sponsor within the past two years;
   2.3. An individual with a financial or other relationship with the provider or sponsor within in the past two years; or
   2.4. An individual who works closely with the author or who works at the same facility or institution. Exceptions may be granted by CCCEP.

Option 2: Expert Panel (or Scientific Committee) Review

Option 2 may be used for learning activities in which there is a Planning Group which is composed primarily of experts in the subject matter of the learning activity.

This option may not be used if the provider uses the Alternate Review for Large Programs (Guideline I: Alternate Review Option for Larger Activities or Multiple Accreditations). The expert review will be conducted by two external experts.

1. The expert panel (scientific committee) will have two pharmacists with advanced knowledge in the subject matter.

2. The members of the expert panel will complete, sign and submit the Expert Reviewer Release Statement (Expert Panel, Activity Planning Group) form.

3. The expert panel (scientific committee) will be involved in all stages of the development of the learning activity.

4. An expert panel (scientific committee) member may not be:
   4.1. An author or presenter of the learning activity;
   4.2. An employee of the program provider or sponsor within the past two years; or
   4.3. An individual with a financial or other relationship with the provider or sponsor within the past two years.