



### Quality Assurance Checklist

A UKHCCEC staff member, activity director, moderator or other qualified designee should complete this form.

**Activity Title** TOPIC Course  
**Activity Date** 6.25.26  
**CE Representative (name of individual completing this form)** Cassandra Potvin

**Number of speakers to review:**

**Presenter disclosed relevant financial interest via handout**

**Presenter disclosed relevant financial interest via handout**

**Speaker** John Armstrong

**Presenter disclosed relevant financial interest via handout**

**Speaker checklist**

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**Speaker** Cassandra Potvin

**Presenter disclosed relevant financial interest via handout**

**Speaker checklist**

If used a trade name, compared and contrasted several products

Presentation was objective and fairly balanced

Participants were actively involved in the learning process through group discussion, Q and A, posttest, case study, simulation and/or problem-solving exercises

## Assess Commercial Support

**Representative on site:**

No

**Supporter involvement**

Yes

**Describe:**

Supported by Sydney setting up the meeting and attendance

## Assess Ancillary Activities (Exhibits, Advertising, Promotion, Non-Accredited Activities, Social Events)

Accreditation standards require ancillary activities to be held outside the education space, or if held in the same educational space, to be separated by a 30 minute interval between the accredited activity and the ancillary activity.

**Did the program include an ancillary activity?**

No

**Ticket ID**

37485

**Email**

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