



Shifa Tameer-e-Millat University and Shifa International Hospital (affiliated hospital) is accredited to provide continuing professional development which includes continuing medical education and continuing dental education.

## CONTINUING MEDICAL EDUCATION

### POST ACTIVITY FORM

#### **ACTIVITY DETAILS**

Title of activity: \_\_\_\_\_

Initiating department/faculty: \_\_\_\_\_

Venue of activity: \_\_\_\_\_ Duration: \_\_\_\_\_

Number of participants registered: \_\_\_\_\_ Number of participants attended: \_\_\_\_\_

#### **ATTENDANCE DETAILS**

Speaker/Facilitator: \_\_\_\_\_ Participant: \_\_\_\_\_

#### **BUDGET DETAILS**

Tentative Budget: \_\_\_\_\_ Approved Budget: \_\_\_\_\_

#### **FUND RAISING DETAILS**

Fund Name: \_\_\_\_\_ Fund Generated: \_\_\_\_\_

#### **EXPENSE DETAILS**

Predicted Expense: \_\_\_\_\_ Actual Expense: \_\_\_\_\_

#### **FEEDBACK ANALYSIS**

Overall rating by participant: \_\_\_\_\_ Overall rating by faculty: \_\_\_\_\_

#### **SWOT ANALYSIS**

Strength: \_\_\_\_\_

Weakness: \_\_\_\_\_

Opportunities: \_\_\_\_\_

Threats: \_\_\_\_\_

#### **SIGNED BY:**

\_\_\_\_\_  
CME Representative

\_\_\_\_\_  
Initiating faculty/department

\_\_\_\_\_  
Director PGME & CME

\_\_\_\_\_  
Medical Director

DO NOT WRITE IN THIS BINDING MARGIN