

## **ISCD COSPONSORSHIP POLICY**

The International Society for Clinical Densitometry (ISCD) will consider participation in the active and collaborative cosponsorship of events with ISCD Panels and other organizations involved in the assessment of skeletal health. Our goals in cosponsorship are to heighten awareness and increase interdisciplinary collaboration, and to improve access to events concerning skeletal health for interested clinicians and technologists. Appropriate events for cosponsorship consideration are those that are consistent with the mission of the ISCD: To advance excellence in the assessment of skeletal health. Priority will be given to cosponsorship opportunities that allow the ISCD to work collaboratively in the planning stages. Cosponsorship can take many forms: helping with publicity, participation in establishing content, identify speakers, logistical planning, and under certain circumstances, providing various degrees of funding for the event.

### **ISCD Cosponsorship Policy**

1. Requests for ISCD Panel programs or cosponsorship should be made as early as possible in the planning of an event. Groups seeking cosponsorship of a program with the ISCD must complete the **ISCD Cosponsorship Request Form**, which must be submitted to the ISCD Associate Director or ISCD Director of Education. After review, the form will be referred with comments to the Education Council and International Relations Committee. These work groups will forward their recommendation to the ISCD Board of Directors. Between Board meetings, decisions will be made by the ISCD Executive Committee.
2. The proposed activity must be consistent with the ISCD mission statement.
3. All potential ISCD Panel programs and proposed cosponsored events will be examined on their individual merits.
4. The ISCD reserves the right to refuse to enter into a cosponsorship for any reason whatsoever, regardless of that organization's willingness to comply with ISCD policy.
5. The ISCD must be clearly recognized as a cosponsor. The following information must be included prominently in any promotional materials: "Cosponsored by the ISCD and <name of the other cosponsor(s)>."

6. As designated by the Education Council, an ISCD member or staff will review all materials associated with the activity prior to its release.
7. Under a cosponsorship agreement, the ISCD may provide the following services when appropriate:
  - a) Publicity
  - b) Assistance in establishing the content for the event
  - c) Assistance in identifying speakers for the event
  - d) Providing funding for the event (amount to be negotiated)
  - e) If, in the course of an activity, additional support is needed by the cosponsored group, for example logistical planning, then the ISCD will enter into negotiation as to specific duties, obligations, services, and remunerations
8. Cosponsored activities require:
  - a) Recipients of ISCD funding for an activity are required to provide a financial report to the ISCD sixty (60) days after the conclusion of the event.
  - b) Provide copies of organizational correspondence such as mailers, flyers, brochures, or newsletters for ISCD files.
  - c) Provide activity materials for ISCD members and staff to review.
  - d) Identify one person to act as a liaison for the event when contacting the ISCD.
9. In the case of annual events, cosponsored activities must be renewed annually. ISCD will determine whether to continue cosponsorship based on the previous year's program and other appropriate considerations.
10. All cosponsored activities taking place in the United States that carry Continuing Medical Education (CME), must comply with the ACCME Essential Areas and Policies.
11. All relevant laws, local regulations, industry codes and accreditation guidelines (e.g., ACCME, PhRMA code, OIG, IFPMA) must be observed.
12. To assure that cosponsored continuing medical education activities taking place outside the United States meet ISCD standards of educational programming, the content of the activity must be free from commercial influence.
13. Recipients of ISCD funding for the activity are required to submit a budget for the proposed cosponsored activity to ensure that adequate resources have been allocated for development of such activities objectives.
14. The ISCD reserves the right to completely withdraw from an activity if resources are inadequate for the development of a high quality activity.



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## ISCD Cosponsorship Request Form

**Please Print**

|  |  |
|--|--|
| <b>Sponsoring Organization Contact Name:</b> |  |
| <b>Contact Title:</b>                        |  |
| <b>Contact Phone:</b>                        |  |
| <b>Contact E-mail:</b>                       |  |
| <b>Address 1:</b>                            |  |
| <b>Address 2:</b>                            |  |
| <b>City/Country/ Mail Code:</b>              |  |

|   |  |
|---|--|
| <b>Sponsoring Organization Name:</b>                                |  |
| <b>Program:</b>   |  |
| <b>Program Date(s):</b>   |  |
| <b>Program Location:</b>  |  |
| <b>Expected Attendance:</b>   |  |
| <b>Audience (clinicians, technologists, endocrinologists, etc.)</b> |  |
| <b>Other expected sponsors or cosponsors:</b>                       |  |
| <b>Financial support from:</b>                                      |  |

**Type of Cosponsorship Requested (check all that apply):**

|                             |  |
|-----------------------------|--|
| <b>Publicity:</b>           |  |
| <b>Content:</b>             |  |
| <b>Speakers:</b>            |  |
| <b>Logistical Planning:</b> |  |
| <b>Funding:</b>             |  |
| <b>Other:</b>               |  |

**Questions:**

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