

<b>POLICY NAME</b>	<b>Policy for endorsement and distribution of academic initiatives.</b>	<b>POLICY NO.</b>	
<b>EFFECTIVE DATE</b>		<b>DATE OF LAST REVISION</b>	<b>VERSION NO.</b>

## SCOPE

AAAPC is, from time to time, asked to endorse individual research projects, academic programs and government or professional initiatives.

Additionally we are asked to distribute information on various research projects to our members.

This policy has been designed to give an approach for dealing with requests for a) endorsement from AAAPC and b) distribution of information to our members from external bodies.

## POLICY STATEMENT

- 1) The Australasian Association for Academic Primary Care will not formally *endorse* any externally generated research project, academic program or professional initiative.
- 2) The Australasian Association for Academic Primary Care will only *distribute information* on externally generated programs, proposals, or other initiatives through its newsletter and/or website where:
  - a. The program, proposal, or initiative is consistent with AAAPC's mission and goals.
  - b. Distribution of requests for member participation in a research project will only occur where the project has been approved by a properly constituted ethics committee.
  - c. A statement accompanies the information on the externally generated program, proposals, or initiative that reads "*AAAPC's distribution of information of this [research program / proposal / initiative] is a service to our members and should not be seen as endorsement of the work.*"
- 3) Those submitting information to be distributed should declare any personal interests "interests that can bring financial or other material benefits, or result in disadvantages to the public or other groups".

## TERMS AND DEFINITIONS

Define any acronyms, jargon, or terms that might have multiple meanings.

<b>ENDORSEMENT</b>	The act of AAAPC pledging or committing support to a program, proposal, or other initiative that has been generated by an outside body.
<b>DISTRIBUTION OF INFORMATION</b>	The act of AAAPC disseminating information on a program, proposal, or other initiative through its newsletter, website or other means.

## EXCEPTIONS

The policy of withholding endorsement does not apply to situations where AAAPC is a partner in, and significant contributor to a project, academic program or initiative.

The disclaimer should not accompany proposals approved by AAAPC's executive that have been designed to gather information from members to inform AAAPC's activities.

## ROLES AND RESPONSIBILITIES

List the job titles and business offices directly responsible for the policy.

ROLE	RESPONSIBILITY
President	Ensuring adherence to the policy
Newsletter editor	Implementing the distribution policy Informing members of the policy Including an exclusion statement in initiatives publicised in the newsletter
Marketing committee chair	Ensuring that the website includes the exclusion statement in initiatives publicised on the website.

VERSION HISTORY				
VERSION	APPROVED BY	REVISION DATE	DESCRIPTION OF CHANGE	AUTHOR
1.0	Sub committee	15/5/2020	Original document for approval	G Russell L Halcomb
1.1	Policy and Advocacy Committee of AAAPC	29/5/2020	Addition of text in red	Consensus of committee
1.2	Policy and Advocacy Committee of AAAPC		Final document and submission to the Executive	Policy and Advocacy Committee of AAAPC

### Explanation of policy statement on project dissemination and endorsement. 15 May 2020

Liz Halcomb and Grant Russell discussed the request for a draft policy on a) endorsement from AAAPC and b) distribution of information to our members from external bodies.

We weighed up the complexity of having AAAPC endorse external programs, proposals, or other initiatives.

We felt that endorsement would require significant additional work. Research projects would require a quality review and programs, proposals, and other initiatives would need to be assessed for the implications of the endorsement to our diverse membership. We were conscious of AAAPC's lack of administrative resources and the very real potential for conflict of interest being either a) a factor influencing a review or, b) being something that could be alleged in case of rejection.

Hence we felt that endorsement should not be offered unless where AAAPC was a partner and significant contributor to a project, academic program or initiatives.

For similar reasons, we felt that a disclaimer be included when information on research projects and other initiatives were distributed through the newsletter. This could be a permanent inclusion in the footer of the newsletter.

Additional text for Newsletter editor response

"AAAPC's policy is that we will be happy to distribute information on research projects or other relevant activities.

We need however submitters to agree that

a) (in the case of research projects), submitters need to include the project's ethics approval number

b) (in advertisement of other initiatives) acknowledge that the distribution will not bring financial or other material benefits, or result in disadvantages to the public or other groups.

Please acknowledge this by return email."