



## **International Council of Cardiovascular Prevention and Rehabilitation (ICCPR)**

### ICCPR Support, and Endorsement / Recognition Policy

Version 4

The ICCPR Council is composed of members who represent their individual associations. One of the purposes of the ICCPR is to serve as a vehicle to share important bodies of work with these individual associations and the broader CR community.

ICCPR is not in a position to endorse work on behalf of member associations. However, the ICCPR may be approached to endorse or recognize clinical guidelines and statements, symposia, books, grant proposals, surveys, or educational events and meetings developed by other individuals or organizations. The opportunity to approve major programs, projects or initiatives that help to achieve the mission of the ICCPR is a means by which ICCPR can extend its human and financial resources in achieving its goals.

If the request includes a request to post or share study material through our website or social media channels, or through our program email distribution list, those policies shall also apply.

#### ICCPR Endorsement / Recognition

ICCPR Endorsement is defined as expressing approval and formal acknowledgment of the general scope of the objectives and the content, and potentially the process of planning and preparing of a program / project / initiative. It is desired such projects have a formally-designated representative from the ICCPR on their executive body.

Endorsement may be signified by the ICCPR name and / or logo. Such recognition would be signified by wording such as “The ICCPR recognizes the importance of this initiative and its objectives as it relates to cardiovascular rehabilitation. However, the content has not been reviewed by the member associations of the ICCPR and does not necessarily represent the views of those associations”.

#### ICCPR Letter of Support

ICCPR may provide a letter of support for grant proposals, etc in line with ICCPR’s mission. The full grant proposal must be shared with ICCPR’s Secretary (and potentially Executive, as per below) in confidence.

2-Dec-20

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Support will be signified by the ICCPR name, logo and Secretary's signature on a letter, which outlines the association of the project to ICCPR's mission, and any agreed activities on behalf of ICCPR.

### Process to Solicit Support, or Endorsement / Recognition

Email the Secretary ([globalcardiacrehab@gmail.com](mailto:globalcardiacrehab@gmail.com)) of the ICCPR with the following:

1. Outline of the program or project
2. Names of ICCPR members and non-members involved in the project
3. Budget, and disclosure of development funding sources (to ascertain any conflicts of interest)
4. A list of other supporting or endorsing organizations
5. A \$100USD administrative fee (waived in some cases where there is neither secured funding or industry involvement; decision rests with Exec); Payment of the fee does not imply that approval is automatically granted.

The request will be considered by the Secretary. If there is lack of clarity on whether it meets all policies herein, or regarding wording of support or endorsement, ICCPR Executive will be consulted, as per the process below. A decision will be made within one month to ascertain whether it is eligible for approval.

Eligibility decisions will be based on the following criteria:

1. The program/project must be international, national or regional in scope, or be recognized as of major importance to the ICCPR and its membership.
2. It is preferred that the request was brought forward by an ICCPR member and that the member has been actively involved in the development and / or implementation of the project / initiative.
3. The program/project is in line with ICCPR's mission, as laid out in our Charter (<https://globalcardiacrehab.com/The-Charter>).

Should the Secretary trigger consideration by Exec:

- a. All Exec members shall have a vote (via email if required).
  - i. If a member of Exec is involved, they have no vote and another Exec member must raise it
- b. Approved if uncontested after a minimum of 1 week (sufficient time to consider)
  - i. Secretary to put deadline in email subject line
- c. If the executive considers the request to be eligible, but perceives more input should be solicited, the request shall be circulated to all ICCPR council members for consideration. Preferably, Council members will consider the request during a webconference to allow discussion, if one is scheduled within a reasonable time frame.
  - i. The ICCPR member who has been actively involved in the project may have the opportunity to describe the project to Council and answer

questions. Said member will not be privy to discussions related to endorsement / recognition decision.

- d. If there is no upcoming Council meeting, electronic votes may be solicited. Decisions will be based on at least 50% of members voting, and majority will rule.

The ICCPR Secretary will provide notice of decision to requestor via email. This will include the final language approved, and will also specify whether or not and in what capacity the ICCPR logo can be used for the project / initiative.