



**Alliance for
Clinical Education**

WORKING RELATIONSHIP POLICY

The Alliance for Clinical Education (ACE) is dedicated to the advancement of medical education through scholarly activities. Members of ACE's constituent organizations participate in such scholarship in order to create new knowledge and skills for learners and faculty across disciplines. Because of ACE's unique interdisciplinary accomplishments, the organization has been approached with requests from both constituent organizations and outside organizations to promote or endorse products. ACE is always open to provide expertise during the design, implementation, and/or evaluation of a project or program with an interdisciplinary focus. The purpose of this policy statement is to identify the process which is required to establish a formal relationship between ACE and others in the pursuit of specific scholarly activities.

Definitions:

- **Endorsement:**
The willingness to support the results of the work of others without active involvement in the design, implementation, evaluation or dissemination of a program or project. Endorsements are granted based on the level of interdisciplinary involvement in the design, implementation, evaluation or dissemination of the final product. An endorsement by ACE implies no financial obligations by this organization. An endorsement means that the requesting party may indicate either by use of the ACE logo or by textual acknowledgement that ACE has endorsed their product.
- **Recommendation:**
An agreement to bring information, materials and/or resources to a project or program without input in the design, implementation or evaluation. This type of relationship does not require an interdisciplinary focus within the final product. ACE may make a recommendation of a product if upon review it is deemed a useful resource for medical educators.
- **Partnership:**
An agreement to work with the requesting party, providing information, resources and expertise in the design, implementation, evaluation and dissemination phases of an interdisciplinary project or program. This is a legally binding agreement to design, implement and evaluate interdisciplinary products; e.g., program, project, educational materials, etc. A partnership involves a mutually agreed upon financial contribution by ACE to the requesting party.

If an individual or group wishes to involve ACE in the pursuit of educational scholarship or program development, a formal application must be submitted to the President of ACE. The President will appoint a review committee to establish the utility, feasibility and propriety of the proposal for ACE.



Alliance for Clinical Education WORKING RELATIONSHIP APPLICATION

1. APPLICATION DATA

TITLE _____
SPONSORING AGENCY: _____
CONTACT PERSON: _____
ADDRESS: _____

PHONE: _____ FAX: _____
EMAIL: _____

2. PRODUCT

Please attach a 3-5 page overview of the product for review, include a description of the design, development, implementation and evaluation of the product. Please also submit any pertinent information to assist in the review.

3. RELATIONSHIP REQUESTED

Endorsement

Endorsements are granted based on the level of interdisciplinary involvement in the design, implementation, evaluation or dissemination of the final product. An endorsement by ACE implies no financial obligations by this organization.

Recommendation

Recommendations are granted based on the usefulness of the product for medical educators.

Partnership (*Proposed Budget must accompany application indicating ACE's financial obligation.*)

Partnerships are an agreement to work with the requesting party, providing information, resources and expertise in the design, implementation, evaluation and dissemination phases of an interdisciplinary project or program. This is a legally binding agreement to design, implement and evaluate interdisciplinary products; e.g., program, project, educational materials, etc. A partnership involves a mutually agreed upon financial contribution by ACE to the requesting party.

4. SUBMISSION

Please submit this application along with supporting documentation to the following address:

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