



## **CADDAC ADHD Affiliate Group and Organization Guidelines**

### **General Guidelines**

- Any such groups and/or organizations shall be affiliated with CADDAC for the sole purpose of advancing the care, education or support of ADHD families, individuals, caregivers, professionals or other stakeholders of ADHD. Affiliation with CADDAC does not, and is not intended to create a legal relationship between any such group or organization and CADDAC.
- Advancing care, education, or support can be done through a variety of methods:
  - education and information sessions
  - sharing of resources
  - group discussion
  - individual interaction
- Groups and organizations may focus on a particular age group or gender, or cover all age groups and genders
- The primary functioning belief of the group/ organization must be that:
  - ADHD is a recognized medical neurological disorder
  - ADHD should be treated multi-modally as decided upon by the patient and/or caregiver and their medical practitioner and based on good scientific research
  - Information on ADHD shared within the group be based on peer reviewed scientific research
- A group/organization cannot be a commercial enterprise or be used to promote services or products, for financial gain or otherwise
- Groups and organizations have the option to discontinue their affiliation with CADDAC at any time, but this must be done in writing 30 days prior to the discontinuation of the affiliation
- CADDAC has the option to refuse or discontinue affiliation with any group or organization that is found to violate the above requirements or otherwise at any time
- CADDAC will not fund or request funding from any group or organization that is affiliated with CADDAC
- CADDAC will not dictate, or interfere with a group or organization's functioning as long as it abides by all guidelines
- These guidelines will be posted on the CADDAC website

## **CADDAC's Responsibilities to Groups and Organizations Who Become Affiliated with CADDAC**

- CADDAC affiliated groups and organizations will be listed on the CADDAC website and flagged as an affiliate group
- CADDAC will share information on medical up-dates and advocacy initiatives with groups and organizations
- CADDAC will supply groups and organizations with requested information on particular ADHD topics whenever possible
- The designated member of the group or organization will receive the CADDAC newsletters, and be allowed to share individual articles or research data with their membership (the newsletter in its entirety cannot be shared with the group's members)
- A designated group member will receive a 10% discount at CADDAC educational events
- CADDAC will organize a yearly conference call between all affiliated groups and organizations and CADDAC where feedback, interests and challenges can be shared

## **Associated Groups'/Organizations' Responsibilities to CADDAC**

- The group will be required to become an organizational member using a designated member to purchase a \$50 level membership; this membership must be renewed yearly
- Groups and organizations will be required to share general information on their group's focus, make-up and meeting habits and contact information with CADDAC through an e-mail and be approved before CADDAC will apply affiliate recognition on the web site
- Upon membership renewal if there have been any changes in this information we ask that you notify CADDAC
- This information will be accessible on the CADDAC website for individuals interested in participating in said group or organization
- CADDAC may ask for additional details on the group or organization's functioning when deemed necessary by CADDAC
- Groups and organizations must be approved for affiliation by CADDAC on a yearly basis
- Groups and organizations shall not conduct media, publicity or advocacy activities that may interfere or coincide with CADDAC awareness and advocacy efforts without first notifying CADDAC and receiving approval from CADDAC. This may be as simple as e-mail notification and responding e-mail approval (We request this in order to maintain consistent national advocacy messaging)
- Groups and organizations shall not solicit funding from the national arm of a company or organization from which CADDAC solicits or receives funding without first notifying CADDAC and receiving CADDAC's prior consent (soliciting funding from local companies or a national company's local representation is acceptable)
- Except for identification of the group/organization as an affiliated member of CADDAC, at no time shall any affiliated group or organization use the CADDAC name or logo without the prior written consent of CADDAC
- Groups and organizations must act in accordance with CADDAC's policies and procedures

**Disclaimer for website**

CADDAC is providing information regarding the following affiliated groups/organizations for information only. CADDAC does not endorse, support or recommend any particular group or organization and is not responsible or liable for any damages or losses incurred in connection with participation in any such group or organization