

**Policies for ISHLT Endorsement of Other Organizations' Educational Activities**  
**Approved July 25, 2016**

Scientific and educational meetings conducted by other organizations may be recognized as "Endorsed by the ISHLT" if they are determined to be in alignment with the strategic interests of ISHLT and in compliance with the ISHLT policies governing this process of recognition.

1. ISHLT's primary goals for granting Endorsement to other organization's educational activities are to:
  - a. Raise ISHLT brand awareness among a particular specialty or geographic location
  - b. Maintain ISHLT's affiliation with a certain specialty area or geographic location
  - c. Help professional societies in emerging international regions improve the attendance and perceived quality of their meetings

Only those Applications which are determined by ISHLT to meet these goals will be considered for Endorsement.

2. ISHLT Endorsement is available only for live (face-to-face) educational activities conducted by non-profit professional medical societies, governmental agencies/regulatory authorities, and non-profit, disease/therapy-oriented membership organizations, including patient organizations, not affiliated with any commercial entity or healthcare provider/organization/institution.

3. ISHLT Endorsement is available only for meetings whose content has been determined by ISHLT to focus on 1) improving the care of patients with advanced heart or lung disease through transplantation, mechanical support and innovative therapies or 2) improving access to advanced therapies for end-stage lung or heart disease

4. ISHLT Endorsement is available only for meetings with registration that is open to all relevant audiences. The Board may choose to endorse invitation-only events on a case-by-case basis, depending upon the justification for such audience limitation.

5. ISHLT Endorsement is available only for meetings whose educational content has been determined by ISHLT to be evidence-based and whose target audience is healthcare professionals and/or patients.

6. ISHLT Endorsement is available only for meetings whose content has been determined by ISHLT to be in compliance with the Declarations of Helsinki and Istanbul and with ISHLT's Ethics Statement.

7. Workshops, courses, and other similar educational activities will be considered for ISHLT Endorsement. Regular (annual, bi-annual) meetings/congresses of the requesting organization's membership are not eligible for ISHLT Endorsement. Individual sessions within a larger meeting are not eligible for ISHLT Endorsement.

8. Meetings with content that is limited to a single device, pharmaceutical, or therapy are generally not eligible for ISHLT Endorsement. Exceptions may be made in countries where only one device, pharmaceutical, or therapy is available/approved.

9. Meetings that are scheduled to take place within 4 weeks of an ISHLT meeting that offers the same or similar content or that draws from the same or similar audience are not eligible for ISHLT Endorsement.

10. A copy of the final educational and scientific program of the meeting, including Program Development Committee members, speakers, and chairs, with institutional affiliations and professional degrees included, must accompany the Application for Endorsement. For meetings conducted in a language other than English, an English translation of the final educational and scientific program must accompany the Application for Endorsement.

11. The ISHLT Board reserves the right to decline any Application for Endorsement without regard to merit.

12. Organizations applying for ISHLT Endorsement must explain what they believe are the purpose and value of ISHLT Endorsement for their organization and for the meeting.

13. Industry employees may not be directly involved with the development of educational content / objectives or in the selection of speakers.

14. Industry employees may present educational content if their unique qualifications for presenting that information have been explained and justified to ISHLT's satisfaction in the Application for Endorsement.

15. The content of all presentations, including those by industry, must be non-promotional and free of commercial bias.

16. When educational content regarding therapeutics or devices is presented, an explanation of how a balanced view of the available therapeutics/devices has been provided to the audience must be included in the Application for Endorsement. Exceptions may be made in countries where only one device, pharmaceutical, or therapy is available / approved.

17. A list of the companies providing financial or in-kind support for the meeting or for individual program committee members, speakers, and chairs must be provided with the Application for Endorsement.

18. A description of the policies in place to collect information regarding potential conflicts of interests of speakers and program development committee members, and the method of mitigating any potential bias or industry influence over content, must accompany the Application for Endorsement.

19. Continuing Education Accreditation of the meeting to be endorsed is required in countries where such accreditation is the norm for medical and/or allied health professional education, including the United States, Canada, and Western Europe. If such accreditation is not in place, an explanation must be provided. For other countries, Continuing Education Accreditation is strongly encouraged.

20. A post-meeting evaluation by delegates is strongly encouraged but not mandated. If a post-meeting evaluation is completed, the ISHLT must be provided with a summary of the evaluation results within 90 days of completion.

21. A post-meeting report to ISHLT is required as a condition of ISHLT Endorsement and must be provided to ISHLT within 90 days of the conclusion of the meeting. This report must include the following:

\* list of delegates, including full name, institution, mailing address, email address, professional specialty

- \* post-meeting evaluation results, if available
- \* final list of industry sponsors/supporters
- \* list of other organizations that endorsed the meeting
- \* copies of all print and digital publicity / social media distributed for the meeting

22. Approved meetings must be labeled “Endorsed by the International Society for Heart and Lung Transplantation”. Only the official ISHLT Endorsement logo provided by ISHLT may be used on conference materials. All print and digital conference and publicity materials that carry the official ISHLT Endorsement logo must also include the following statement: “This educational activity has been Endorsed by the ISHLT following a review of the scientific program, including curriculum outline and course design. This Endorsement does not apply to specific speakers and/or specific statements/content presented at this meeting, all of which are the sole responsibility of the organizers and the presenters. The views of the organizers and the presenters are not necessarily those of the ISHLT.” All print or digital materials on which the ISHLT name appears must be pre-approved by ISHLT prior to printing/distribution.

23. A list of all of the social media accounts (Facebook, Twitter, LinkedIn, etc.) where the educational activity will be promoted, and instructions on how to follow them, must be provided with the Application for Endorsement.

24. The organizer of the educational activity agrees to display promotional materials provided by ISHLT in the public areas of the meeting, to distribute such materials to delegates, and to include @ISHLT on any tweets regarding the meeting.

25. ISHLT will send one complimentary promotional eblast about the meeting (provided by the organizers) to the ISHLT membership and will post the meeting on the ISHLT web site.

26. A non-refundable Application Fee of \$200 must accompany all Applications for Endorsement. An Endorsement Fee of \$1000 will be assessed for all successful Applications for Endorsement. The Application Fee will be applied toward the Endorsement Fee.

27. Endorsement decisions will be subject to review and approval of the program content (by the appropriate Scientific Councils), of the manner in which the program content was developed and of the meeting’s alignment with established policies (by the Education Committee and staff), and of the meeting’s alignment with ISHLT’s strategic goals (by the Board of Directors).