

Endorsement Policy

The RCoA is often asked to endorse publications developed by other organisations. This document outlines the RCoA's policy in this area for reference by RCoA representatives and external organisations to ensure consistency of practice and an efficient response to requests.

Definition

Endorsement is reserved for publications with which the College is in agreement and that is in line with our charitable objects. Endorsed publications can display the RCoA logo or brand on or in the final product and include an RCoA statement confirming formal endorsement. The RCoA will communicate the endorsement to members and otherwise contribute to the promotion of the endorsed product, subject to resources.

Process

For the RCoA to endorse a publication, the RCoA Council must agree that:

1. the content aligns with RCoA guidelines, policies and training function
2. the publication was produced through an appropriate, transparent process
3. endorsement is in line with the RCoA's charitable objects.

We recommend that organisations developing a publication, request a named representative from the RCoA to contribute to its development from the outset to make endorsement more likely. The RCoA representative helps to ensure that any issues that may prevent endorsement are resolved early in the process and is expected to regularly update the RCoA on progress.

The RCoA reserves the right to withdraw its representative or decline to endorse a publication. The final publication must be approved by the RCoA Council and the external organisation requesting endorsement will normally need to allow a minimum of six weeks for consultation, collation of comments and confirmation of endorsement.

Whenever a final product has been endorsed by the RCoA, the Membership, Media and Development directorate and Council members will receive notification of publication before its public launch. Links to all endorsed products will be published on the RCoA website and promoted to our members.

All material endorsed under this policy has an endorsement duration of five years or until the review date published in the material, whichever is the longer period. Requests for extensions of endorsement should be directed to the Clinical Quality and Research Business Coordinator cofes@rcoa.ac.uk

Devolved Nations

In some instances, guidance documents, policies and statements will pertain solely to a devolved nation and therefore it might be decided that their review would fall within the remit of the RCoA Board for that devolved nation.

The process is the same as that described above, except the RCoA Board for that devolved nation takes the place of Council. The RCoA Board for that devolved nation must also apply the additional criteria that it has no concerns about the publication's wider impact across the UK, as this would require Council approval.

Material endorsed through this process can bear the specific devolved nations RCoA logo.

9 May 2024

Review in May 2027