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**Reference Tool:**

**Updated *CDR CPEU Prior Approval Program Provider Policy* Overview,**

**& DPG/MIG Sponsorship Guidelines**

The at-a-glance guide that follows was created in order to parcel out and highlight the updated Commission on Dietetic Registration (CDR) policies that are the most commonly applied guidelines for DPGs/ MIGs. This guide also includes guidelines around DPG/MIG Sponsorship and Advertising.

This is not an exhaustive list, but rather a quick-reference overview for DPG/MIG Executive Committees, Education Committees, and Sponsorship Coordinators. For complete updated CDR guidelines and information please reference the [CDR CPEU Prior Approval Program Provider Policy Manual.](https://www.cdrnet.org/vault/2459/web/CDR%20CPEU%20Prior%20Approval%20Program%20Provider%20Policy%20Manual%20R2-14-24%5B19%5D.pdf)

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**CDR Guideline Changes: General Impact to Groups and Education Coordinators**

|  |  |  |  |
| --- | --- | --- | --- |
| **Topic** | **Prior to April 1, 2024** | **After April 1, 2024** | **Additional Info & Practical Applications** |
| **Change in Academy’s Provider Status**  | The Academy, along with other external entities, held Accredited Provider status ( ability to approve CPEU applications) from The Commission on Dietetic Registration, an administratively autonomous arm of the Academy.  | Accredited providers no longer exist. Lifelong Learning and Professional Engagement, an organizational unit at the Academy, is now the Accountable Contact for the Academy. LLPE team receives all CPEU applications for all Academy units, vets, and submits to CDR for approval under the new policies. | DPGs and MIGs **are not** Accountable Contacts, and do not need to complete the Accountable Contact training. DPG/MIGs still apply for CPE at [this link](https://www.surveymonkey.com/r/CPEGeneral).*Information should be gathered prior to applying utilizing the webinar / event info sheet provided by DPG/MIG managers.*  |
|  | Applications required 6-week lead time for approval. | **Applications require minimum 8-10 week lead time** for CDR approval and staff execution. | If your activity is not submitted with the required lead time, you must advertise your event using the following language *“The CPE activity application for [title of activity] is pending CDR review and approval for [number of CPEUs] CPEUs****”*** until approval is received.To expedite the approval process please make sure the following items are addressed to avoid back and forth communication:For live CPE: * If you have multiple speakers, please include an estimated start and stop time for each speaker within the Survey Monkey submission.
* If your event has a moderator, please include a resume/CV.
 |
| **Activity Type Updates** | Code 175- Recorded Pre-Approved and Code 740- Self Study no longer exist  | Activity type 741- Enduring: self-paced activities that includes methods for providing informal or formal feedback and learner assessment, including: journal articles, books and pre-recorded activities (including webinars) | All live and enduring activities are required to include methods of informal feedback or formal feedback and assessment. Please reference 16.0 Requirements and Framework for list of examples of feedback and assessment. (Figure 8. Requirements and Framework) **SEE APPENDIX A:***Figure 8. Requirements and Framework*And**APPENDIX B:***CDR CPEU Prior Approval Program Feedback and Assessment Resource Quick Sheet* |
| **Evaluations** | Post-event evaluations were required  | Post-event evaluations are still required and must include specific questions  | **SEE APPENDIX C:***19.2.1 Required CDR Feedback Email* |
| **Reading-based CPE (includes newsletter articles)** | Three external reviewers (Subject Matter Experts / SMEs) determined the time it takes to complete self-study activities / CPEU | SME reviewer forms are no longer required to determine the amount of CPE awarded. The Academy does still recommend having your activities reviewed by content experts to maintain the quality, integrity and credibility of the activity. CPE will be awarded based on time needed for formal or informal feedback and assessment + the word count of printed materials, assuming a standardized reading speed of 100 words per minute. one contact hour = one CPEU  | Example: Activity includes reading a 70,000-word book :-70,000 words/100 words per minute = 700 minutes -700 minutes/60 minutes per hour = 11.67 hours (11 hours and 40 minutes) -11 hours and 40 minutes = 11.75 CPEUs Please note that activity type 120 will still require reviewers/review forms.  |

**Sponsorship, Branding, and Promotion Implications**

**The new guidelines, in practice:**

*Note: “Event”, for the purposes of the reference below, refers to a live webinar, symposium, or workshop; the release of a recorded webinar (enduring activity), symposium, workshop; or the release / drop of digital or printed newsletters, articles, or fact sheets.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Event** | **Topic** | **Prior to April 1, 2024** | **After April 1, 2024** |
| **CPEU Webinars/ Slide Decks** | Sponsored Content  |  | Commercial support shall **not** be utilized in any capacity which **influences,** **controls,** **contributes to, or impacts CPE content**. |
|  | Speaker Management  | Sponsor could manage speaker logistics, including honorarium disbursement.  | DPG/MIG is responsible for obtaining speaker agreements and paying honorarium. |
|  | Logos | Sponsor Logos were permitted on first and last slides | No sponsor logos are permitted on any slides. This includes colleges, universities, health systems, foundations, nonprofits, and corporations.This policy extends to logos associated with the Academy, Foundation, DPG/MIG, ACEND, and FNCE®. However, copyright statements on Provider-owned materials remain permissible. Please see your DPG/MIG manager to obtain a logo-free slide deck template that includes Academy copyright. |
|  | Sponsor Recognition – visual and verbal | Sponsors could be listed by name on title slide (i.e. “sponsored by”) and thanked in introduction | No Sponsor branding of any kind is permitted.No verbal or written recognitions is permitted, except on disclosures slide Disclosure Information Language: * Commercial Support: "Commercial Support has been provided by [name of commercial supporter]"
* Funding: "Funding from non-CPE revenue for CPE planning, development, review, and/or presentation has been provided by [name of funder]."

Examples of disclosure statements to learners: * Dr. Cameron Yates, planner for this educational event, has received a research grant from XYZ Tube Feeding Organization.
* Dr. Candice Tamci, speaker for this educational event, has no relevant financial relationship(s) to disclose.
 |
|  | Sponsor Specific Content | Sponsors could introduce themselves or be mentioned in intro | Sponsors cannot provide content, written or verbal, that promotes or mentions their brand, product, or services. |
|  | DPG/MIG Recognition- visual and verbal | Groups could use a DPG/MIG branded slide deck template and introduce themselves in the introduction / welcome | No DPG/MIG or Academy branding of any kind is permitted on the deck, except for the copyright footer. No verbal or written recognition is permitted; Hosting DPG/MIGs may not be mentioned by name before, during , or after presentation, except on disclosures slide. “This webinar is supported by XYZ DPG/MIG”Info CAN be shared either in a separate physical space (for live), after a 20 min buffer (for live), or via email with learners who have opted into marketing. |
|  | DPG/MIG Promotion | Groups could close presentations with a call to action promoting the hosting DPG/MIG (i.e. promoting upcoming events, social media handles, resources, join now, etc.) | No DPG/MIG promotion of any kind is permitted. |
|  | References  | Groups could mention other organizations by name in their presentations  | Organizations (colleges, universities, health systems, foundations, nonprofits, and corporations) other than .gov entities cannot be mentioned or indicated by name, except in written reference citations. (Example: FDA may be mentioned by name) |
|  | Virtual Platforms |  | Virtual waiting rooms and registration sites may not contain marketing (unless a logo or other is part of a website template). Logistical information such as agendas may have Provider logos.  |
|  | Email Follow-up | Groups could include links to sponsor surveys, sponsor info, and thanks in follow-up emails that reference CPEU event | Non-CDR Prior Approved education or marketing content (promo, discount codes, survey opt-ins, etc.) offered before or after online CPE must be accessed via a separate link, and can only be sent to learners who have explicitly consented to marketing.CPE-related print and email communications shall not include non-CPE branded product images or non-CPE product or service marketing messages.  |
| **Sponsored Eblasts** | CPEU Event Promo  | Groups could mention sponsors either written or via logo, on eblasts promoting / announcing CPEU events without restriction | All emails promoting the CPE may contain Provider and/or supporter logos. Emails promoting the CPE may not contain branded product images or non-CPE product or service marketing messages. |
| **Website** | CPEU Event Promo | Groups could mention sponsors either written or via logo, on webpages promoting / announcing CPEU events without restriction | Webpages promoting the CPE may contain Provider and/or supporter logos, but may not contain branded product images or non-CPE product or service marketing messages. |
| **Social Media** | CPEU Event Promo | Groups’ social media could not display brand logos, but could thank sponsors for event support via the verbiage “Thank you XYZ”  | Social media cannot display brand logos, product images or non-CPE product or service marketing messages. Social media posts can thank sponsors for event support via the verbiage “Thank you XYZ”. |
| **CPE Articles** | Event Promo | See social media, website, and eblast guidelines above. |  |
|  | Sponsored Ads | Newsletters, publications, or articles containing CPE could contain sponsored content / advertising / logo placement in layout. | Articles within a publication offered for CPEUs: sponsor recognition, and sponsored or ad content is allowable, but must be separate from the articles offered for credit (not on pages immediately preceding or following article). If the full publication (versus individual articles) is to be offered for CPEUs, advertisements (and/or any other marketing of products and/or services) and sponsor (supporter) logos between articles and/or within the publication is not permitted.  |
| **In-Person Events (Symposia/Workshops)** | Event Promo | See social media, website, and eblast guidelines above |  |
|  | Slide Decks/Content | See Webinar/Slide Decks above |  |
|  | Sponsor Recognition | Groups could recognize sponsors and/or display sponsor logos in session room on signage, on screen, on handouts / programs, etc.  | Samples, exhibits, recognition, and non-CDR Prior Approved education must not occur in the physical space (i.e. conference room/hall) utilized for the Prior Approved CPE within 20 minutes before or after a Prior Approved CPE activity (CPEU session).Sponsor Logos are not permitted on static signage in session rooms where CPEU is offered. |

*For more information see APPENDIX D: Sponsorship + CPEU Highlights, Summarized*

*For a more comprehensive list, refer to* [*Sponsorship Highlights Document*](https://higherlogicdownload.s3.amazonaws.com/THEACADEMY/f5f4f3aa-88da-4b30-8e09-25f6d0ea8867/UploadedImages/DPG_MIG_Leader_Community/CPE_Sponsorship_Highlights.pdf)*, or see [CDR CPEU Prior Approval Program Provider Policy Manual.](https://www.cdrnet.org/vault/2459/web/CDR%20CPEU%20Prior%20Approval%20Program%20Provider%20Policy%20Manual%20R2-14-24%5B19%5D.pdf)*

**DPG/MIG Program Guidelines : Advertising vs Sponsorship**

DPGs and MIGs are permitted to accept sponsorship for member communications and events, and are permitted to accept commercial advertising for periodicals, website, some special-purpose publications and other forms of communication, in accordance with the [Academy’s Advertising and Sponsorship Polices.\*](https://www.eatrightpro.org/about-us/who-we-are/advertising-and-sponsorship/advertising-policy)

**What DPGs and MIGs need to know about advertising vs sponsorship:**

* Advertising promotes a product, brand or service in order to attract interest, engagement, and sales.
* Sponsorship is a purposeful collaboration with an organization that is not about promoting products or services, but rather creating nutrition messages that people can understand and act upon to improve their health and that of their families.
* The Academy (and thus a DPG or MIG) does not endorse any company, brand, or company products or services.
* Advertising revenue and sponsorship revenue have different tax implications with the IRS, and need to be accounted for accordingly.

**What this means in practice for DPGs and MIGs:**

* Advertising and Sponsorship letters of agreement (LOAs) are two different templates with different contractual terms. Managers can help groups select the correct template.
* Advertising and sponsorship communications templates are different.
* Sponsorship of CPEU eligible events or communications must be in accordance with CDR policies.
* Advertising is not allowable in conjunction with CPEU activities.

**Advertising vs. Sponsorship Guidelines:**

|  |  |  |
| --- | --- | --- |
|  | **Sponsored Communication** | **Advertisement** |
| **Logo Usage** | Permitted, but must adhere to CDR guidelines for logo usage in conjunction with CPEU event communications | Permitted without restriction |
| **Brand/product imagery** | Not permitted | Permitted  |
| **Call to action to purchase (such as coupon code, opt-in discount, etc)** | Not permitted | Permitted  |
| **Link to company website** | Permitted to link to page that provides nutrition/dietetic resources only, does not have a call to action to purchase, and does not contain products /brand imagery | Permitted without restriction  |
| **Company is recognized as a sponsor in DPG/MIG Annual Report and receives sponsor recognition & benefits** | Yes | No |

**Academy Guidelines at a Glance:**

|  |  |
| --- | --- |
| **Sponsorship** | **Advertisement** |
| 1. **Adherence and Commitment to the Academy's Vision, Mission, Positions and Policies**
	* Academy sponsors' mission and vision align with the Academy's Vision, Mission and Positions.
2. **Scientific Accuracy**
	* All sponsor materials, presentations and information shared with members are internally reviewed for scientific accuracy, adherence with the Academy's positions and policies and for audience appropriateness. This review is by the Academy Nutrition Information Services, a team of Academy staff RDNs as well as non-staff member experts on areas of specialization when necessary.
3. **Non-endorsement**
	* The Academy does not endorse any company, brand or company products.
4. **Non-influence**
	* The Academy's procedures and formal agreements with external organizations are designed to prevent any undue corporate influence.
	* The Academy's programs, leadership, decisions, policies and positions are not influenced by sponsors.
 | 1. The Academy reserves the right to review all proposed advertising copy and to refuse to accept any copy that does not conform to Academy policy or its philosophy.
2. Statements in advertising copy should be ethical and carry no direct or implied disparagement of another product. There should be no statements that are misleading, exaggerated, open to misinterpretation, or contrary to accepted, proven facts.
3. Advertisements shall comply with the laws and regulations of the United States and the State of Illinois.
4. Acceptance of advertising does not represent an Academy endorsement of the advertiser, product or service.
5. The Academy of Nutrition and Dietetics shall take reasonable steps to ensure that the acceptance and placement of advertising does not undermine the Academy’s reputation for scientific and editorial integrity.
 |

*\*DPG/MIG program advertising and sponsorship guidelines are not determined by CDR, except where related to CPEU requirements. DPG/MIG advertising and sponsorship guidelines shall comply with Academy advertising and sponsorship policies and DPG/MIG procedures.*

**APPENDIX A**

*(Excerpt, CDR CPEU Prior Approval Program Provider Policy Manual)*

**Feedback and Assessment**

**16.0 Requirements and Framework**

All live and enduring activities are required to include methods of informal feedback or formal feedback and assessment. Certificate programs are required to include formal feedback and assessment.

**Figure 8. Requirements and Framework**

|  |  |
| --- | --- |
| **Informal Feedback Or Formal Feedback And Assessment** | **Activity Evaluation Components Utilized For Quality Improvement (Qi):** |
| Learning objectives and corresponding assessments are designed to develop knowledge and behaviors required for continued competence (knowledge, skill, and attitude). Providers are required to incorporate a variety of methods of informal feedback or formal feedback and assessment.Examples of feedback and assessment are listed below, but are not limited to the following:**Informal Feedback*** Pretests
* Polling
* Surveys
* Observation: Instructor, Peer, or Self
* Scheduled Q&A, Discussion Boards, or Chat (which include the presenter or instructor)
* Checks for Understanding (all participants)
* Games

**Formal Feedback & Assessment\**** Reflection paper or video
* Presentation
* Project
* Simulation
* Role Play
* Case Study
* Pre-test and post-test
* Post-test
* Performance based/application in an educational or practice setting
* Portfolio of work
* Oral exam or interview

\* Formal documentation of participant results is required.Enduring activities which exceed 35 CPEUs (>/=35.25 CPEUs) must be developed/ submitted to CDR as Certificate of Training Programs which can be a minimum of 10 CPEUS and have no cap. See the definition for Activity Type 120 for additional details. | By completing an initial benchmarking and annual reports, CPE Providers are required to collect and analyze feedback,assessments, and CPE evaluations to improve the quality of CPE activities to promote anticipated learning outcomes. Quality improvement of CPE is based on the following:1. Participation: Attendance or completion
2. Satisfaction: Post-evaluation of the activity by the learner. Required evaluation questions are listed in section 19.2.2 of the CPE Provider Policy Manual. Providers may opt to custom-tailor evaluations to capture information such as:
	* Achievement of stated objectives
	* Applicability of the CPE activity to meet the learner’s educational needs
	* Usefulness of educational material
	* Quality of faculty
	* Effectiveness of instructional methods
	* Variety of instructional methods used
	* Appropriateness of learning assessments
	* Likelihood of recommending this training to another
	* Likelihood of learner participating in another training from this Provider in the future
3. Knowledge: Information shared contributes to continued competence in practice
4. Application: Demonstrated behaviors contribute to continued competence in practice
5. Attitude: Demonstrated attitudes and critical thinking opportunities contribute to continued competence in practice
 |

**APPENDIX B**

**CDR CPEU Prior Approval Program Feedback and Assessment Resource Quick Sheet**

*This resource is intended to help CPE Providers meet CDR’s CPE submission requirements for informal feedback or* *formal feedback and assessment, including best practices for CPE development*.

|  |  |  |
| --- | --- | --- |
| **Type of Feedback and Assessment** | **Definition** | **Example** |
| Informal feedback\* | Provides feedback *to the learner* andgenerally does not include documentation or collection of results. | *The CPE Provider poses a question to learners. A discussion takes place.* |
| Formal feedback and assessment\* | Provides feedback *to the learner* and does include documentation or collection of results. | *The CPE Provider poses a question to learners. Learners write their responses. The CPE Provider collects the responses.* |
| \*Informal feedback or formal feedback and assessment should be based on predetermined learning objectives and may take place during or after an activity. |

|  |
| --- |
| **Before the Activity: Planning and Development** |
| **Step 1**: Create measurable [**learning**](https://www.cdrnet.org/vault/2459/web/Glossary%20of%20Terms.pdf)[**objectives**.](https://www.cdrnet.org/vault/2459/web/Glossary%20of%20Terms.pdf) | *Example:** *At the end of the CPE activity, a learner will be able to list three benefits of a high-fiber diet in middle-aged women with diabetes.*
 |
| **Step 2**: Determine the type of informal feedback or formal feedback and assessment. | *Example:** *Review question(s)/check(s) for understanding (i.e., live Q&A)*
* *Reflection (i.e., learners are provided a prompt and given time to reflect or write an answer)*
* *Game (i.e., learners engage in a knowledge check of content during the activity)*
* *Demonstration (i.e., learners demonstrate a skill that was identified by the learning objectives)*
* *Four-option multiple choice questions (i.e., learners complete an assessment with ten, four-option multiple choice questions)*
 |
| **Step 3**: Determine the passing, proficiency, or performance standards (acceptable results). | *Example:** *Advanced Proficient: learner names >3 benefits of a high-fiber diet in middle-aged women with diabetes.*
* *Proficient (acceptable): learner names 3 benefits of a high-fiber diet in middle-aged women with diabetes.*
* *Partially Proficient: learner names 1 or 2 benefits of a high-fiber diet in middle-aged women with diabetes*
* *Not Proficient: learner is unable to name any benefits of a high-fiber diet in middle-aged women with diabetes*
 |
| **Step 4:** Prior to the start of an activity, learning objectives, type of feedback and assessment, and passing, proficiency, or performance standards should be shared with learners. |  |
| **After the Activity: Provider Reflection** |
| **Step 1:** Analyze feedback and assessment data to improve the quality of CPE activitiesto promote anticipated learning outcomes.\*\* |  |
| **\*\*** Data will be shared with CDR in the annual report. See [policy 13.2](https://www.cdrnet.org/vault/2459/web/CDR%20CPEU%20Prior%20Approval%20Program%20Provider%20Policy%20Manual.pdf) Components of the Annual Report. |

Reference: UCLA Health. *Course Planning Tip Sheet Learning Outcome vs. Learning Objective*.; 2016. Accessed November 28, 2022. https://[www.uclahealth.org/sites/default/files/documents/ce-LearningOutcome-v-LearningObjective-052016.pdf](http://www.uclahealth.org/sites/default/files/documents/ce-LearningOutcome-v-LearningObjective-052016.pdf)

**APPENDIX C**

*(Excerpt, CDR CPEU Prior Approval Program Provider Policy Manual)*

**19.2.1 Required CDR Feedback Email / CPE Evaluation**

Required CDR Feedback Email

Evaluations must state the following: “RDs and DTRs may share information with CDR staff regarding the quality of this or any CDR CPEU Prior Approved Activity by emailing QualityCPE@eatright.org.”

Required Evaluation Components

While Providers may develop evaluations that suit the activity or meet the needs of Providers, any evaluation must include the following:

* + - * CDR requires that Providers utilize evaluations to promote quality improvement in their CPE activities. Completing this evaluation assists Providers, learners, and CDR.
			* Provider:
			* Name of CPE activity completed:
			* Date completed:
			* Select Yes or No to describe attributes of the Continuing Professional Education:
				+ Utilized best available research evidence
				+ Included ample peer-reviewed references to substantiate content
				+ Expertise of Provider / presenter contributed to content quality
				+ Target audience was appropriate
				+ Met educational needs and / or addressed practice gaps
				+ Included practical information for implementing changes to practice
				+ Provided a balanced perspective / stated benefits and shortcomings
			* Please describe any other noteworthy attributes of the CPE activity (open-ended question)
			* If you selected No for any of the above, please elaborate (open-ended question)
			* Select Yes or No to describe if the CPE activity contributed to areas of the Academy of Nutrition and Dietetics IDEA (Inclusion, Diversity, Equity, and Access) Action Plan:
				+ Included materials and content which emphasized and included diversity represented in the learning group
				+ Included a focus on differences that may vary within and between patient / client populations
				+ Established an environment or facilitated interactions which encouraged and respected diverse and divergent experiences and viewpoints
				+ Encouraged reflection on bias and privilege and the promotion of personal growth
			* If you selected No for any of the above, please elaborate (open-ended question)
			* Select Yes or No or No Answer to describe the language in the materials / presentation:
				+ Free of bias
				+ Non-discriminatory
				+ Inclusive
				+ Conscious of honoring how individuals choose to identify themselves
				+ Free of microaggressions
			* Unfamiliar with one or more of the concepts presented above (check box)
			* As a result of the education do you plan to: (select all that apply)
				+ Share the information / collaborate with colleagues
				+ Review supplementary information to support or expand your learning
				+ Seek additional CPE activities related to the topic
				+ Alter the methods in which you care for patients / clients / customers
				+ No action
				+ Other (describe)
			* Please complete and return this evaluation and any additional comments to the CPE Provider (Provider email required). RDs and DTRs may share information with CDR staff regarding the quality of this or any CDR CPEU Approved Activity by emailing QualityCPE@eatright.org.

**APPENDIX D**

**Sponsorship + CPEU Highlights, Summarized**

*For a more comprehensive list, see* [*Sponsorship Highlights Document*](https://higherlogicdownload.s3.amazonaws.com/THEACADEMY/f5f4f3aa-88da-4b30-8e09-25f6d0ea8867/UploadedImages/DPG_MIG_Leader_Community/CPE_Sponsorship_Highlights.pdf)*,*

*or see [CDR CPEU Prior Approval Program Provider Policy Manual.](https://www.cdrnet.org/vault/2459/web/CDR%20CPEU%20Prior%20Approval%20Program%20Provider%20Policy%20Manual%20R2-14-24%5B19%5D.pdf)*

* CDR defines commercial support as financial or in-kind support from entities external to the Provider that manufacture, distribute, sell, resell, or promote business lines, products, services, or commodities. Commercial support shall not be utilized in any capacity which influences, controls, contributes to, or impacts CPE content. Providers who choose to accept commercial support must ensure that the CPE content remains independent of the supporter and that the support does not result in commercial bias or influence on CPE content.
* Education materials that are part of CPE content (such as slides, abstracts, handouts, fact sheets, evaluation mechanisms, or disclosure information) must not contain any logos, trade names, or product group messages or images, from any colleges, universities, health systems, foundations, nonprofits, or corporations.
* In-Person marketing, samples, exhibits, and non-CDR Prior Approved education must not occur in the physical space (i.e. conference room/hall) utilized for the Prior Approved CPE within 20 minutes before or after a Prior Approved CPE activity.
* Commercial breaks are not permitted.
* Non-CDR Prior Approved education or marketing content offered before or after online CPE must be accessed via a separate link. CPE-related print and email communications shall not include non-CPE branded product images or non-CPE product or service marketing messages.

Learners must be able to easily distinguish between CDR Prior Approved CPE and other activities.

* Information distributed about CDR Prior Approved CPE that does not include educational content, such as schedules and logistical information, may include Provider and / or supporter logos but may not contain branded product images or product or service marketing messages.
* Exhibits, product / service marketing, branded product education and / or non-CDR approved education in association with CPE must not Influence any decisions related to the planning, presentation, and evaluation of the CDR Prior Approved CPE or Interfere with the presentation of the CDR Prior Approved CPE.
* **Exhibits, product / service marketing, branded product education and / or non-CDR approved education in association with CPE must not Influence any decisions related to the planning, presentation, and evaluation of the CDR Prior Approved CPE or Interfere with the presentation of the CDR Prior Approved CPE.**
* Learners must be able to easily distinguish between CDR Prior Approved CPE and other activities.

**Additional Resources**

<https://www.cdrnet.org/new-cdr-cpeu-prior-approval-program>

* [CDR CPEU Prior Approval Program Policy Manual](https://www.cdrnet.org/vault/2459/web/CDR%20CPEU%20Prior%20Approval%20Program%20Provider%20Policy%20Manual%202-22-24.pdf)
* [CDR CPEU Prior Approval Program Activity Type Definitions](https://www.cdrnet.org/vault/2459/web/UPDATE%20Edited_Activity%20Type%20Definitions%20R1%209-23.pdf)
* [CDR CPEU Prior Approval Program Glossary of Terms](https://www.cdrnet.org/vault/2459/web/Edited_Glossary%20of%20Terms%20R1%209-23.pdf)
* [2024 CDR CPEU Prior Approval Program FAQ](https://www.cdrnet.org/2024-cdr-cpeu-prior-approval-program-faq)
* [CDR Website](https://www.cdrnet.org/)
* Updated DPG/MIG Templates\*\*
	+ [Sponsorship LOA Template](https://public.3.basecamp.com/p/4HK7NuS19j615BmRtUyT78NM)
	+ [Contributor (Speaker) Agreement Template](https://public.3.basecamp.com/p/UgpWFPdvSKs88TaMKR8U9rxX)
	+ [Advertising LOA Template](https://public.3.basecamp.com/p/XwHeWNNnxNAWUMQDcbxJv6MA)
	+ [Webinar Info Template](https://public.3.basecamp.com/p/mDKCMcyHmZjg4KfQMbxHj1zh)
	+ \*\**This list is the most commonly used, not exhaustive. If you have a situation that is not represented, contact your DPG/MIG Manager*

Please reach out your DPG/MIG manager or Rebecca Frabizio, Director, DPG/MIG Relations with any DPG/MIG specific CPE approval procedures or sponsorship/advertising questions you may have.

Please reach out to Samantha Love, Director of Professional Development, Commission on Dietetic Registration with any questions you have regarding CDR and the Prior Approval Program in general.