



CSRC Memorandum of Understanding for Events

ADD Date

Dear **ADD Contact**,

On behalf of the California Society for Respiratory Care (CSRC), thank you for agreeing to partner with CSRC for your event on **(Add Date)**, to be held at your facility.

CSRC will partner with **(Add facility)** and provide marketing for the content on all of the organization's various media platforms (social media, website, eblasts). This will be done in coordination with **(Add facility)**'s efforts to drive interested members and non-members to attend the live event. CSRC's Education Committee and Executive Office staff will be the administrators of the marketing and will act as coordinators of all communication plans from CSRC.

Pursuant to the CSRC Board of Directors' unanimous vote on June 15, 2020, the following is the approved revenue sharing percentage split with our approved partners: All partners will receive 60% of the net profits from any live, recorded, or enduring content provided. CSRC will receive 40% of the net profits as compensation for the organization's marketing to our database, CE management for attendees, administration, and maintenance of the provider's content on CSRC's third-party learning management system (LMS), and other office expenses related to the specific content provided. All payments to partners will be made four weeks after the close of the event. Net profits are calculated after the Board-approved 5% administrative fee to CSRC is accounted for.

- **(Add facility)** will provide the lecture hall, AV, speakers and any honorariums, and exhibit tables for the venue.
- **(Add facility)** will provide the registration module and collect the registration funds (60% returned to **(Add facility)** after event minus merchant fees for processing credit cards and other administrative expenses)

Below is the tentative schedule (subject to change)

SAMPLE Agenda:

- 0700 – Registration, check-in, and breakfast
- 0800 – SPEAKER, BS, RRT, RRT-ACCS, RRT-NPS, AE-C
 - CE Type: RCB, Clinical; NBRC, General
 - Topic: Neuromuscular disease
- 0905 – SPEAKER, RRT, RRT-NPS
 - CE Type: RCB, Clinical; NBRC, General
 - Topic: Organ donation
- 1010 – Speaker #3
- 1110 – Lunch and Vendor Hall
- 1230 – SPEAKER, MSc, RRT & Jessica Patel, MSc, RRT, RRT-ACCS, RRT-NPS, AE-C
 - CE Type: RCB, Leadership; NBRC, peds/neo
 - Topic: Implementing an RT Residency Program

- 1305 – SPEAKER
 - CE Type: RCB, Clinical; NBRC, Peds/Neo
 - Topic: Pediatric airway clearance
- 1410 – Speaker #6
- 1515 – SPEAKER
 - CE Type: RCB, Clinical; NBRC, General
 - Topic: Dyspnea
- 1620 – SPEAKER, MD, MS
 - CE Type: RCB, Clinical; NBRC, PFT
 - Topic: Spirometry and race-based medicine

Timelines:

Registration Online via CSRC Website
 Registration at the door (plus \$25)

Cost: CSRC Member In-Person Registration: \$
 CSRC Non Member In-Person Registration: \$
 Student In-Person: \$

Cost:

*** (Please Note: CSRC's Board has established that the minimum cost per CE is \$13 for CSRC members (and facility employees) and \$18 for non CSRC members or non affiliated RT's from the facility's region. This is the minimum as other conditions such as seminar location, food costs, AV, etc. could increase the per CE cost. Any application not meeting these minimum costs will not be considered.

CE Credits:

Online via email 4 days afterward. Completion of post-test and survey will allow participant access to their downloadable/printable CE certificate. Self-manageable through CSRC website for 4 years.

The parties below agree to the terms above and in witness whereof each of the parties have executed this MOU by its duly authorized representative(s) on the dates set forth below.

California Society for
Respiratory Care (CSRC)

ADD Facility

 Authorized Signature

 Authorized Signature

 Print Name

 Print Name

 Executive Director
 Position

 Position

 Date

 Date