

## Request for Proposals – AAND Virtual CE Seminars (duration flexibility)

*Please refer to accompanying documents: CNDA Continuing Competence Program Rules and Approved Course List for Activities Requiring Authorization*

Are you excited to be a part of continuing education delivery for AAND members?

Members seek information, ideas and technical knowledge that will keep them up-to-date and supporting their current and future practices.

Both presentation content and facilitation experience will be considered in the selection process as will previous course approvals by the CNDA.

Proposals will be reviewed based on the following criteria:

- Is the content new?
- Is the information critical to naturopathic doctors?
- Is the topic high level so it will appeal to experienced practitioners?
- Is the session thought-provoking, organized and engaging as well as technically superior?
- Is the learning format dynamic?

### **Selection Process**

Submissions made prior to month end will be reviewed the following month. All submissions will receive a response within 30 days.

### **Please note**

Presentations cannot be sales pitches. The facilitator agrees not to sell product or services during the presentation and will not collect attendee names before, during or after the presentation.

You are limited to submitting a maximum of two session proposals.

### **Compensation**

AAND does not pay for seminar development. Exceptions may be considered if AAND wishes to own all rights to the finished product.

The facilitator will receive approved compensation for the seminar upon invoice within 30 days of session delivery. Rates will be negotiated post-selection and pre-contracting.

### **Delivery**

If selected, the facilitator agrees to furnish AAND a copy of the intended presentation and accompanying materials 30 days prior to the seminar date for final review and approval.

### **Interested?**

Please complete the AAND Seminar Proposal Submission Form and send along with a copy of your CV to [executivedirector@albertands.org](mailto:executivedirector@albertands.org)