



## CCAI Website Policy and Inclusion Criteria

Organizations wishing to post anything to the CCAI website, including links to their organization, news, events, professional and public education opportunities, support groups, etc. must submit the request via email to [scarson@teamiha.org](mailto:scarson@teamiha.org).

Requests for posting an event should include a description of the event (purpose, audience, content, etc.), any flyers for the event, the website where more information can be found, and a contact email and phone number.

Requests for posting educational opportunities should include a description of the event (purpose, intended audience, program content, faculty qualifications, etc.), any flyers for the education event, the website where more information can be found, and a contact email and phone number.

Requests for posting a link to an organizations website should include the organizations URL, purpose of the organization, and if this organization is a participant in CCAI.

CCAI reserves the right to deny links if it determines that the website contains misleading information, conflicts with the purpose of CCAI, or does not meet one or more of the criteria set forth in the numbered sections of the posting criteria. Postings must meet the following criteria:

1. The posting (event/news/organization) supports the mission, vision and values of the CCAI.
2. The posting supports the goals, objectives, strategies and implementation of the *Idaho Comprehensive Cancer Strategic Plan, 2006-2010*.
3. Any postings (trainings, education, etc.) are science based.
4. The CCAI Board of reserves the right to review any requests to post to the CCAI website and if necessary consult subject matter experts to conduct a review before posting.

5. The site's content is appropriate with respect to the purpose of CCAI and the site is not a:
  - Site that exhibits hate, bias, discrimination, pornography, libelous or otherwise defamatory content;
  - Site that advocates or promotes the use of alcohol or tobacco;
  - Site belonging to or supporting a political affiliation; or
  - Site that furthers the agenda of a political organization or candidate running for office.
  - When the user clicks on the external website link, he/she must have easy access back to the CCCAI website.
  
6. The linked site must provide the user with access to an e mail or a phone number so users may contact the site if there are questions, concerns, problems etc.

## **Removal**

The CCAI reserves the right to remove any link if it determines that a website contains misleading or unsubstantiated claims, conflicts with the purpose of CCAI, is not being maintained, or does not meet the CCAI Website Inclusion Criteria. Other criteria for possible removal:

- The link no longer points to the original information or resource to which it was intended to point;
- The website pointed to by the link contains inaccurate or misleading information or has changed such that it is no longer in compliance with the acceptance criteria;
- The website pointed to by the link violates the conditions for link maintenance;
- Access to the information has become difficult due to non-standard formatting, lengthy download times, or intrusive advertising;
- The link is permanently unreachable or remains unavailable for a lengthy period; and
- The external website fails to comply with the written linking agreement, if any.

## **Use of CCAI Logo Policy**

Permission to use the CCAI logo must be requested by filling out the Logo Use Request Form. The CCAI Board of Directors will review the request and, if needed, consult with subject matter experts regarding the request. The Board of Directors reserves the right to deny the use of the CCAI logo which does not meet the CCAI Website Policy and Inclusion Criteria guidelines.

## **Disclaimer**

CCAI does not assume responsibility for or endorse the content within any website associated with or linked to the CCAI website and accepts no liability for the accuracy or completeness of the linked websites. Any information on the CCAI website or those organizations linked to CCAI should not be considered a substitute for consultation with a medical provider.