

Application form for BDA Endorsement

Section 1: Contact Details

Organisation Name:

Contact Name:

Contact email:

Telephone Number:

Section 2: Endorsement Request

Are you seeking endorsement from the BDA, or a specific BDA Specialist Group:

☐ BDA organisation

☐ BDA Specialist group

If you have selected a BDA specialist group, please outline which:

Title of resource:

Type of resource:

Target Audience:

Where will the resource be made available?

Is this resource not-for-profit?

Yes

No

Please outline any sources of funding or sponsorship that were used to develop the resource:

Please outline any other organisations or companies who have also been approached for endorsement?

Please provide an outline of the resource including scope, aims, purpose and likely impact:

Please outline how the resource relates to the dietetic workforce:

Can the resource be applied nationally, across the four nations within the UK?

Yes

No

Please list your references and sources of evidence you have used to develop your content including any national guidance, guidelines or frameworks. If preferred, you can upload this in a separate document.

Have you checked the BDA strategy, policies, position and guidance statements, values and priorities and where appropriate, taken these into account:

Yes

No

If you have referred to any BDA documents, please outline which:

Please indicate the equality, diversity and inclusion considerations taken into account when developing the resource, and how you have taken steps to reduce or remove barriers to accessing or using the resource. *It is best practice to conduct an Equality Impact Assessment prior to the development of any project, resource or activity. Please share a copy of your Equality Impact Assessment, if you have completed one:*

Section 4: Professional Involvement

Please provide details of the key stakeholders that have been involved in developing the content including organisation or individuals name, professional qualifications and their level of input (e.g., author, contributor or reviewer):

Has a member of the dietetic workforce been involved in developing the content:

Yes

No

If you outlined yes, please provide further details of the individual(s) involved including name, professional qualification, HCPC number (if applicable), and if they are member of a BDA Committee, Board or Specialist group

Has a BDA staff member or BDA representative been involved in this work?

Yes

No

If you outlined yes, please provide further details of the individual(s) involved including name and role within the organisation:

Section 5: Peer Review

The BDA require the content of all resources being submitted for BDA Endorsement to have been peer reviewed by an appropriately qualified professional, that can provide judgement which is free from bias. If your resource has not been peer reviewed, it will not be accepted.

Please tick to confirm your resource has been peer reviewed by an appropriately qualified professional:

Yes

No

Please provide details of any dietitians/registered nutritionists/professionals that have peer reviewed the contents including name, professional qualification, HCPC number (if applicable), and whether they are a BDA staff, committee, specialist group or Board member:

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Section 6: Conflict of Interest

Please refer to the below definition of what needs to be recorded in this section:

The interests of an individual or organisation which might reasonably be thought by others to influence the production of the content in a learning activity – this could include being employed by a commercial company who manufacture products related to the topic area or a patient charity whose work involves lobbying for change in their patient area.

Please note, if conflicts of interest are not declared, the BDA reserves the right to withdraw approval at any stage.

Please provide details of any partnership/sponsorship arrangements in place and state any sources of funding for the resource (please include any commercial products or services which will be promoted within this activity or resource):

Please declare any conflict of interest/potential conflicts of interests* from **authors and peer reviewers** and what processes have been put in place to mitigate these:

Please declare any conflict of interest/potential conflicts of interests* from the **organisation** and what processes have been put in place to mitigate these:

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