



## **Virtual Training Implementation Addendum to the American Lung Association Freedom from Smoking® Facilitator Agreement 2021**

The Virtual Training Implementation Addendum to the American Lung Association Freedom From Smoking® (FFS) Facilitator Agreement 2021 ("Addendum") outlines the additional responsibilities of the FFS Certified Facilitator ("Facilitator") participating in the 2021 Virtual Facilitator Training which includes receipt of electronic files of American Lung Association copyrighted program curriculum. Please read the following pages and acknowledge the agreement by signing the separate Acknowledgement of Agreements Form.

### **Purpose:**

The purpose of this Addendum is to provide additional guidance on expectations of the participants of FFS Facilitator Certification Trainings receiving electronic files of American Lung Association copyrighted program curriculum as a component in supporting virtual training format, in response to COVID-19 physical distancing protocols.

The American Lung Association upholds high standards in the training and implementation of its programs. To ensure ALA professional standards and maintain quality control of the Freedom FromSmoking® program, the:

### **Freedom From Smoking® Certified Facilitators and Training Participants agree to the following:**

1. In accordance with American Lung Association's established publishing contracts, all digital materials provided during the virtual/online FFS Facilitator Certification Training are the property of the American Lung Association, and its contracted and authorized publisher.
2. Training Participants and FFS Facilitators may not copy, reproduce, distribute, publish, display, modify, create derivative works, transmit, or in any way exploit any such content, nor may they distribute any part of these digital materials over any network, including a local area network, sell or offer it for sale, or reproduce with intent to distribute materials in printed form.
  - a. This includes, but is not limited to the following electronic documents:
    - i. FFS Clinic Participant Workbook.pdf
    - ii. FFS Facilitator Binder
      1. Part I.pdf
      2. Part II.pdf
    - iii. Skill-builder Activity Handouts
    - iv. Digital/.pdf training module presentations
3. For permission to use any of the content provided during the FFS Facilitator training, or use of any of the documents outlined above, whole or in part, beyond the 3-module certification training itself, contact [FreedomFromSmoking@Lung.org](mailto:FreedomFromSmoking@Lung.org).

**Duration of Agreement:**

This Agreement will be in effect for the duration of the existing Freedom From Smoking Facilitator Agreement.

**Resolution of Disputes and Termination:**

In the spirit of the Agreement, it is expected that the undersigned parties will resolve issues of disagreement informally through ongoing collegial communication. However, if any party is not in compliance with the provisions of this Agreement or the issues cannot be resolved informally, this Agreement may be suspended immediately upon written notice. The notice of suspension will state the reasons for the suspension, any corrective action required of the other, and the effective date. If the issue resulting in a suspension is not resolved within ninety (90) days, this Agreement will be terminated.