

RNAO CTNIG



Educational Opportunities Disclaimer Checklist

Purpose

This checklist supports RNAO CTNIG in sharing educational opportunities thoughtfully and transparently, while clearly communicating that course details and outcomes remain the responsibility of the course provider. It helps protect both RNAO CTNIG and our members by setting clear, kind expectations.

Pre-Posting Checklist

1. Clear Communication

- A statement is included explaining that the opportunity is shared for information and awareness only.
- It is clearly communicated that inclusion does not mean endorsement, sponsorship, or approval by RNAO CTNIG.
- The disclaimer is visible in newsletter, webpage, or linked document.

2. Responsibility and Liability

- Language confirms RNAO CTNIG does not verify or guarantee course details.
- Language states RNAO CTNIG assume no liability for individual experiences or participation outcomes.
- Members are gently reminded that they are responsible for ensuring alignment with regulatory bodies.

3. Honouring the Role of Course Providers

- Course information is presented as provided by the organizer.
- The organizer's name and affiliation are clearly identified.
- Any details listed below are understood to be managed by the provider:
 - Credentials or qualifications
 - Costs, refunds, or cancellations
 - Accessibility supports

4. Transparency Around Third-Party Content

- It is clearly stated that opportunities are offered by external individuals or organizations.
- A brief statement that explains perspectives shared may not reflect the views of RNAO CTNIG.

5. Final Thoughtful Review

- All checklist items are complete prior to sharing the education posting.

Shared Understanding

- By using this checklist, RNAO CTNIG affirms its commitment to transparent communication, member autonomy, and shared responsibility, while offering access to learning opportunities without assuming responsibility for their content or delivery.