

CDA Corporate Administrative Policy: Copyright Relating to CPD Activities

Purpose

The Canadian Dermatology Association (CDA) is a national physician organization that provides continuing professional development (CPD) for dermatologists.

CDA CPD activities are creative works of the CDA and are protected by copyright and other intellectual property laws.

To ensure proper handling of CDA copyright works and the works of others used in a CDA CPD activity, the CDA has adopted the following policy to:

- Clarify ownership of copyright works in a CPD activity
- Establish a uniform process for using copyright works; and
- Provide guidance on how copyright works are to be managed.

Applicability

This policy applies to all individuals involved in the development and/or delivery of a CPD activity.

Policy Provisions

Principles:

1. This policy has been developed in accordance with the [National Standard for Support of Accredited CPD Activities](#).
2. Copyright applies to wide range of works including creative works, performances, recordings, and broadcasts.
3. Copyright provides the owners of such works "the sole [and legal] right to produce or reproduce the work or any substantial part thereof in any material form whatever, to perform the work or any substantial part thereof in public or, if the work is unpublished, to publish the work or any substantial part thereof". (See the [Copyright Act](#) for further details)

Ownership:

4. The CDA is the copyright owner of all CPD activities that it develops, co-develops, or causes to be developed or co-developed.

5. The CDA is the copyright owner of all CPD activities that it executes and/or delivers under its name.
6. Copyright works created and/or owned by others may only be used in the development and/or delivery of a CDA CPD activity with their owners' consent and for the purpose intended.
7. Copyright works created and/or owned by others when used in the development and/or delivery of a CPD activity does not relinquish their owners of any future rights to the provided works.

Using Copyright Materials

8. Supporting documentation permitting use of copyright works is required for all CDA CPD activities. Supporting documentation must indicate without ambiguity that the copyright works can be used for the purposes intended.
9. Individuals wishing to use their own copyright works are required to submit an attestation statement granting permissions to use. Use of these copyright works will be subject to the provisions of the [CDA Policy: Conflict of Interest Disclosure and Management for CPD Activities](#).
10. Individuals wishing to use the copyright works of others are required to provide an attestation statement confirming permissions to use have been obtained.
11. Attestations are to be kept by the CDA for a period of three years following the end date of the corresponding CPD activity.
12. Copyright works are to be identified and credited in the manner instructed by the copyright owners and/or Creative Commons Licenses. Individuals supplying copyright works are responsible for relaying these instructions to the CDA and/or the individuals responsible for CPD activities ethical reviews.

Accountability:

13. Failure to comply with the above provisions jeopardizes the credibility of all CDA CPD activities. CDA reserves the right to take appropriate action including barring future involvement in, or attendance at, CDA CPD activities and taking legal steps if financial and/or reputational losses are incurred.

Review

This policy shall be reviewed annually.

Approved by:
CDA Board of Directors
February 26, 2024