

### **POLICY**

To access CO-OP workshop materials, give CO-OP workshops, attend CO-OP instructor events, one needs to be in good standing with ICAN.

To be in good standing an instructor needs to have:

- a) Signed the ICAN contract.
- b) Paid the appropriate fees by due date.
- c) Fulfilled the terms of their ICAN contract (please refer to current contract for details).

If a CO-OP instructor chooses not to renew the associate status, s/he will lose the privileges associated with the status.

### **PURPOSE OF POLICY**

To ultimate goal of ICAN is to ensure the quality of the CO-OP approach that clients receive. To ensure this goal, it is important that therapists be well educated in the Approach. Therefore, ICAN must ensure the quality of the instructors who provide this education.

### **SCOPE**

This policy applies to CO-OP instructors.

### **RESPONSIBILITIES**

All ICAN associates, including the Executive Administrator.

### **BACKGROUND**

ICAN values the contributions of every certified CO-OP instructor in spreading awareness on the CO-OP Approach. ICAN wants to protect the agreement between ICAN and CO-OP instructors through this policy.