



APA Division 44 Resource Review Form

Any committee or task force wishing to develop a resource, (e.g., factsheet or informational brochure), must submit the Resource Review Form (available on Division 44's website). The form requests procedural information about the proposed resource, such as (a) stipulating the intended audience for the resource, given the same issue may be presented differently to different audiences; (b) identifying the vetting process, including whether scientists or anyone else with pertinent information, perspective, or insight was involved in consulting, drafting, or reviewing the factsheet; (c) specifying a sunset deadline of no more than seven to ten years.

Once drafted, the resource will be submitted to the Division 44 President. The President may submit it for review to anyone else on the Executive Committee or Board, as well as to experts external to APA. The committee/task force will receive feedback. A revised draft will be submitted to the President.

This process will be repeated until the resource is acceptable to the Executive Committee or to those to whom the President has delegated such authority.

The resource has a potential final hurdle associated with APA's Rule 100-1.4. According to the rule, "When issuing statements on public policy matters in its field, a division or its subunit should contact the Division Services Office, which will consult with APA legal counsel and executive directors, to determine if the proposed position or policy statement is in conflict with APA Bylaws, rules or policies and to determine if Rule 30-8 applies. Provided there is no such conflict, the Division Services office, in consultation with APA legal counsel, will determine appropriate disclaimer language to accompany the position or policy statement."

Date:

Committee or Task Force that oversees resource creation/production:

Name of Resource:

- (a) Stipulate the intended audience for the resource. If more than one audience intended, describe each one.
- (b) Identify the creation and vetting process, including whether scientists or anyone else with pertinent information, perspective, or insight was involved in consulting, drafting, or reviewing the resource
- (c) Specify a sunset deadline of no more than seven to ten years