

The American Lung Association could not fulfill its mission of saving lives by improving lung health and preventing lung disease without volunteers and partners in the community. The Breathe Well, Live Well (BWLW) Facilitator Agreement outlines the roles and responsibilities of the American Lung Association and the BWLW Certified Facilitator (Facilitator). Please read the following two pages carefully and acknowledge the agreement by signing in the space provided below.

Purpose and Goal:

The purpose of the American Lung Association BWLW program is to educate adults about asthma self-management, help participants understand any issues that may be contributing to poor asthma control, and work together to find solutions. The asthma self-management skills taught throughout this program will help adults control their disease more effectively so they can be active and healthy. The goal of BWLW is to reduce illness and disability due to asthma by improving asthma knowledge and self-management skills.

The American Lung Association will:

1. Provide the BWLW Facilitator, upon completion of the Asthma Basics and the BWLW training modules, tools and resources to assist with conducting the program, including access to the BWLW workbook, BWLW Educator Support Website, and program evaluation protocols and logos.
2. Provide the BWLW Facilitator with updates on American Lung Association programs and initiatives to support or enhance the delivery of BWLW.
3. Provide the BWLW Facilitator with technical assistance and support for program implementation.
4. Make available policy information and activities that impact respiratory health, including participation in the e-advocacy network.
5. Maintain a network of Facilitators and schedule regular communication or updates to enhance their professional development.
6. Promote BWLW through marketing and communications efforts.

The Breathe Well, Live Well Facilitator will:

1. Assert that he/she is and shall remain tobacco-free and has not used any form of tobacco in the last twelve months, including electronic nicotine-delivery devices (e-cigarettes).
2. Provide a safe and tobacco-free environment for the BWLW program.

3. Complete the online facilitator training module, which provides guidance on the implementation of the Breathe Well, Live Well program.
4. Recruit and educate at least five to ten participants during the certification period, in a group or one-on-one educational session.
5. Complete and submit required forms and record-keeping of the BWLW programs you facilitate and the participants that attend, in compliance with relevant privacy rules.
6. Use the American Lung Association BWLW name and logo, without alteration, on all materials or promotions developed for the program, and provide copies of any custom-made materials for approval to the American Lung Association prior to use for approval.
7. Adhere to the content and format of the BWLW program as authorized by the American Lung Association and use only the copyrighted BWLW program materials.
8. Seek written approval from the American Lung Association before engaging with any co-sponsoring organization, funding source or other third party to implement the program.
9. Seek written approval from the American Lung Association National Office before entering into any research project involving BWLW.
10. Agree to indemnify and hold harmless the American Lung Association from and against any claims, proceedings, lawsuits or other liabilities, costs and expenses.

Duration of Agreement:

This Agreement will be in effect for three (3) years from the date signed by the facilitator. Ninety (90) days prior to termination of this Agreement, you will be contacted by the American Lung Association to discuss continuing as a BWLW Facilitator, to undergo the recertification process and to sign a new Agreement. Unless this Agreement is extended or renewed, all use of the American Lung Association name and logos shall cease upon expiration or termination of this 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.

Please retain a copy of this agreement for your records.