CDISC Operating Procedure 004
Registered Solutions Providers

1 Purpose

The purpose of this CDISC Operating Procedure is to describe the policy and procedures for how vendors and service providers who have implementation experience and capabilities with CDISC standards can register their capabilities on the CDISC website so that those who need that experience have a place to find CDISC resources.

2 Procedure

CDISC has developed standards for use in clinical research, and many organizations participating in data interchange activities have requested qualified assistance for implementing these standards for specific applications. Accordingly, CDISC has established a program for registering consultants, system integrators, and subject matter experts who claim to have sufficient knowledge and experience implementing the various CDISC standards. These service providers will be recognized by CDISC as a CDISC “Registered Solutions Provider” (RSP).

3 Criteria and Requirements for CDISC Registered Solutions Providers

- Your organization/company must be a CDISC member in good standing
- The RSP program is a self-registration program - we depend on the honor system to accurately reflect an applicant's experience and expertise.
- The RSP application form is the source of the information posted on the CDISC website so completeness and accuracy are most important.
- There is an annual fee when registering as listed in the following chart:

<table>
<thead>
<tr>
<th>Total number of Employees in your Organization</th>
<th>Gold Members</th>
<th>Platinum Members including Academic, Non-profit, Government</th>
</tr>
</thead>
<tbody>
<tr>
<td>&gt;=1000</td>
<td>$4,000.00</td>
<td>$3,200.00</td>
</tr>
<tr>
<td>100 - 999</td>
<td>$2,000.00</td>
<td>$1,600.00</td>
</tr>
<tr>
<td>11 - 99</td>
<td>$1,000.00</td>
<td>$800.00</td>
</tr>
</tbody>
</table>
If you are not sure of your annual amount, please contact Shirley Williams.
After your application is received you will be sent an electronic invoice via e-mail to the contact e-mail address you provide on the application form. Once the invoice is paid CDISC will add your information to the RSP list.
You will be invoiced for the annual renewal amount with your annual membership renewal to continue your RSP listing. Companies with unpaid renewal fees or unpaid membership fees will be removed from the RSP listing on the CDISC website.
CDISC will provide the following:

1. Your company name listed on our website with links to your web site.
2. Periodic announcements in our eNewsletter reminding those who need your type of expertise to check out the RSPs posted on our web site.
3. Advertising RSPs at our Interchanges and other educational events.

CDISC reserves the right to remove from the list any RSPs that provide inaccurate or misleading information about their capabilities as well as those who do not pay the annual renewal fee.
CDISC is making the information available in the RSP list as a service but makes no claim as to the suitability for a particular need or accuracy of the information. As with any service provider engagement, a potential client should verify that the chosen provider is the best fit for their organization’s need.
RSP’s must adhere to all CDISC policies and procedures, including the CDISC Code of Conduct and Professional Ethics and the Intellectual Property Policy.

CDISC does not express any warranty or guarantee any product or service provided by RSPs. Contract details (e.g., cost, timing) should be negotiated directly between the RSP and the customer.

4 Authorization
This document has been approved and is in effect on this date:

<table>
<thead>
<tr>
<th>Name</th>
<th>Rebecca Kush</th>
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<tbody>
<tr>
<td>Date</td>
<td>23 June 2014</td>
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