

**19**  
**REVIEW & APPROVAL OF CLIENT**  
**INFORMATIONAL & EDUCATIONAL (I & E) MATERIALS**

Title X requires that “an advisory committee of five (5) to nine (9) members who are broadly representative of the community must review and approve all informational and educational materials, developed or made available under the project prior to their distribution to assure that the materials are suitable for the population and community for which they are intended and to assure their consistency with the purpose of Title X.”

The federal guidelines further state that “this committee shall 1) consider the educational and cultural backgrounds of the individuals to whom the materials are addressed, 2) consider the standards of the population or community to be served with respect to such materials, 3) review the content of the material to assure that the information is factually correct, 4) determine whether the material is suitable for the population or community to which is to be made available, and 5) establish a written record of its determinations. The committee may delegate responsibility for the review of the factual, technical, and clinical accuracy to appropriate project staff, but final approval of informational and educational material rests with the committee.”

In response to this mandate, the Rhode Island Title X Family Planning Program established a five to nine member Informational and Education Subcommittee of the Family Planning Advisory Council (FPAC) to review and approve all information and education materials utilized by the Title X Family Planning Program. Agencies are required to submit any information and education materials utilized by the agency, including “agency-produced” materials, to the Rhode Island Department of Health for I & E Committee review and approval prior to their dissemination. A current list of approved materials begins on page A-39 and a current list of materials that were reviewed and not approved begins on page A-65. For a copy of the Family Planning Program’s materials order form, call Lauren Piluso at 222-5919.