



California Association of Peer Supporters (CAPS) Academy Training Policies and Procedures

Policy	
No Solicitation	September 2025

PURPOSE: To maintain a professional, distraction-free learning environment, this policy prohibits solicitation activities during CAPS Academy cohorts are in session.

Scope: This policy applies to all participants, trainers, staff, and visitors involved in CAPS Academy.

POLICY: Solicitation of any kind is strictly prohibited during training sessions and within the premises of the training program. This includes, but is not limited to:

- Selling products or services
- Distributing promotional materials
- Requesting donations or contributions
- Recruiting for external organizations, clubs, or causes
- Advertising events not affiliated with CAPS Academy, PRPSN or MHAC

Exceptions:

Only activities that are pre-approved in writing by the Director of the Training Institute may be permitted. These exceptions will be evaluated on a case-by-case basis and must align with the goals and values of the training program.

Enforcement:

Violations of this policy may result in:

- A verbal or written warning
- Removal from the training session
- Suspension or termination from the training

Reporting Violations:

Participants who observe solicitation activities are encouraged to report them to program staff or the Director of the Training Institute.

Acknowledgment:

All participants will be required to acknowledge this policy as part of their enrollment or onboarding process.