# Best Practice Guidelines for Programs Providing Surrogacy Coordinating and Support Services

1. Provision of quality services to GCs and IPs.
2. Paid professional staff.
3. Non-discrimination policy.
4. Clear information as to fees, expenses, and services.
5. Screening and evaluation of GCs and IPs.
6. Criminal records checks.
7. No change in financial arrangements after the match.
8. Provision of legal services on behalf of the program through the determination of parentage and referrals to independent counsel for GCs and IPs - no cap on GC attorney's fees.
9. Program counsel practicing in accordance with the American Academy of Assisted Reproductive Technology Attorneys (AAARTA) Code of Ethics.
10. Ongoing availability of program counsel to staff to provide legal advice.
11. Maintenance of close relationships with clinics and referrals to appropriate medical and other service providers.
12. Board of Directors meeting on a regular basis to determine program policies and procedures.
13. Professional liability insurance.
14. Policies for maintaining confidentiality, including all HIPAA requirements with respect to the release of information.
15. Application process for GCs and IPs which follows American Society for Reproductive Medicine (ASRM) and Society of Assisted Reproductive Technology (SART) guidelines.
16. Compliance with ASRM guidelines with respect to third party reproduction, including psychological testing and evaluation.
17. Compliance with SART guidelines with respect to oocyte donation, if applicable.
18. Active membership in ASRM and RESOLVE.
19. Registration with SART for best practice guidelines.