



Definitions:

First Party

An organization that owns or issues credentials publishes their own data.

- *First party sets up their own account and publishes*

Third Party

An organization (third party) that has been given explicit permission from a credentialing organization (first party) to publish on their behalf, through the account system. Both parties must have accounts in the system with appropriate permissions, and Credential Engine approves the relationship. The account system and tools support this process.

Examples of this relationship could include a college requesting a data vendor to publish for them, or a badging partner requesting to publish information about a private company's programs.

- *First party sets up their own account, and extends permission to a 3rd party (which also has an account) to publish on its behalf.*
- *Or, the third party can request to publish for a first party*

Trusted Third Party

An organization (third party) that Credential Engine has determined is trusted to create accounts on behalf of credentialing organizations (first party). The trusted third party will develop a workflow that builds in specific steps for the first party and/or parties to give permission for third party publishing and to agree to CE's policies. Credential Engine will require that the first parties are notified so that each first party may augment and extend the data published by the authorized third party.

Examples may include a data management vendor building into their workflow with clients the ability to publish data to the Registry as part of its contractual relationship with first party providers. There is a legal relationship between the parties, such as a contract or governing oversight. As part of this relationship, the third party may set up accounts for the first party and publish for them, with the first parties awareness and permission. First party may decline action at any time.

Trusted Third Party with Authority

If the third party organization has authority and jurisdiction over the credentialing organizations, Credential Engine may determine that the third party can create accounts and publish to the Registry *without* explicit permission of the first party. However, Credential Engine will still require that the first parties are notified so that each first party may augment and extend the data published by the authorized third party.

Examples of this relationship could include states putting data from their ETPL in the Registry or a state higher education agency publishing for the institutions under their purview. There is a legal and authoritative relationship between the parties. As part of this relationship, the third party may set up accounts for the first party and publish for them, with the first party's awareness. The first party may not decline action so long as the authoritative relationship exists.

Trusted Third Party Policy

Purpose

Credential Engine works with Third Party Publishers that already have established relationships with credentialing organizations, such as government agencies, badging platform companies, or companies that offer learning management systems. CE wants to make it as seamless and easy as possible for those publishers to enable publishing to the Credential Registry. In many cases, these Third Party Publishers have relationships with hundreds of credentialing organizations, and first party account creation through the Credential Engine account system is a real or perceived barrier to publishing. Therefore, a process by which third party publishers create accounts on behalf of credentialing organizations is needed.

Summary

This proposal outlines a process for third party publishers to be deemed "trusted" and to determine an appropriate workflow for account creation and publishing, based on the relationship between the publisher and the credentialing organization.

1. If the publisher has legal authority and jurisdiction over credentialing organizations, they will be able to create accounts and publish on behalf of those credentialing organizations without explicit prior permission.
2. If the publisher does not have authority and jurisdiction over credentialing organizations, they will be expected to capture the first party credentialing organization's permission and agreement to the CE terms and policies. Publishers will work with Credential Engine to determine the specifics of their workflow.

Determining a Publisher's Workflow

Credential Engine will work with the third party publisher to develop an approved workflow based on the relationship between the publisher and credentialing organization, the publishing methods, and other considerations. The below will be documented in the workflow:

- Whether the publisher has authority and jurisdiction to approve or allow credentials to be conferred and/or the credentialing organizations to operate.
 - If the publisher **does not** have authority, the publisher will document how they will capture the credentialing organization's permission to create an account and the agreement to CE's terms and policies. Changes to CE terms and policies could require additional customer (re-)agreement. There are several ways a third party publisher could attain this permission, including:
 - Language granting permission and agreement to terms built into an application
 - An interface on the publisher's platform
 - Outreach with information and an agreement form for credentialing organizations to fill outCE must approve the publisher's method of obtaining permission.
- The method(s) the publisher will take to inform the credentialing organizations about the publishing process that includes:
 - Information about a dispute resolution process to ensure credentialing organizations can flag and make changes to errors.

- Information about how to augment information that is being published to the Registry, so credentialing organizations know they can add data.
- The approach to account creation (manual or API), and how they will ensure credentialing organizations have access to their account.
 - Once approved as a trusted third party publisher, instructions for your approved account creation method(s) will be found in the “Third Party Publishing” tab on your [account dashboard](#).
- The publishing method, level of data that will be published, and how it will be kept up-to-date.



To learn more, please visit www.credentialengine.org or contact info@credentialengine.org