

## COLLEGE OF RESPIRATORY THERAPISTS OF ONTARIO



Title: **Code of Conduct for Discipline Hearing Observers**

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**N/A**

### BACKGROUND

The CRTO is committed to ensuring that its proceedings are open and transparent, and welcomes members of the public, including the media, to attend Discipline Hearings. Discipline Hearings are generally held at [Victory Verbatim](#) (222 Bay Street, Suite 900, Toronto) and begin at 09:00 unless otherwise stated.

The Notice of Hearing (the document which outlines the specific allegations being brought against the Respiratory Therapist or RT) is available to the public on the Register of members. The public Register includes other information as well, such as any terms, conditions or limitations (practice restrictions) on the RT's certificate of registration, details of any previous findings of professional misconduct, incompetence or incapacity, and the current practice location of the RT.

### POLICY

Members of the public who are planning to attend a Discipline Hearing are asked to notify the CRTO in advance to ensure that adequate seating is available. In addition, observers are asked to remember that these are serious and formal matters, similar to court proceedings.

Visitors are expected to follow this Code of Conduct:

- Refrain from using scented products. Scented products such as hairsprays, perfume, and scented deodorants may trigger reactions such as respiratory distress and headaches.
- If you arrive after a hearing has started, please wait until there is a break in the proceedings to enter the room. Please enter quietly and, if possible, take the nearest seat to the door so as to avoid disrupting the proceedings or causing the participants to lose focus. Similarly, we ask that you leave the hearing room during a break.
- Turn off and put away all electronic devices (e.g., cell phones, pagers, laptops).
- No food or outside beverages are permitted in the hearing room.
- When the Discipline Panel enters (or exits) the hearing room, everyone in the room must rise and remain standing until you are invited to be seated.

- Refrain from talking, whispering, gesturing or otherwise drawing attention to yourself during the disciplinary proceeding.
- Under no circumstances should you approach the Discipline Panel, or attempt to speak with a member of the Discipline Panel, before the proceeding, during a break or after the proceeding.
- It is at the Respiratory Therapist's discretion whether he or she wishes to speak with an observer. If the RT is represented, any questions should be directed to the RT's lawyer *during a break or after the proceeding*. Similarly, questions for the CRYPTO should be directed to the CRYPTO's lawyer.
- If you wish to obtain a copy of documents entered as Exhibits during the proceeding, please consult the Discipline Committee Rules of Procedure posted on the CRYPTO website for directions regarding this process. A summary of the Panel's written decision and reasons will be available on the Register after the hearing.

In the unusual instance that an observer is disruptive, or acts in a threatening manner, the CRYPTO reserves the right to ask that individual to leave the Discipline Hearing.

Media should note that sketch artists, cameras and recording devices are not permitted in the hearing room. The terms of any non-publication order made by the Panel will be posted on the door of the hearing room.