

COLLEGE OF RESPIRATORY THERAPISTS OF ONTARIO



Title: **Code of Conduct for Council Members and Non-Council Members of Committees**

Number: **CP-Code of Conduct-204**

Date originally approved:
September 13, 2002

Date(s) revision approved:
N/A

POLICY

In carrying out his or her duties as a Council or non-Council Member, and in serving on committees of the College, it is expected that each Council and non-Council member will use his or her best efforts to:

1. Uphold and promote the mission statement, goals and objectives of the College, and to uphold the public interest.
2. Act honestly, objectively and in good faith in all College matters.
3. Uphold the integrity and reputation of the College in all of his or her actions.
4. Attend meetings of the Council and Committees and perform responsibilities in accordance with the *Regulated Health Professions Act, Health Professions Procedural Code*, regulations, by-laws, and policies and procedures of the College.
5. Respond to communications from staff and Council and Committee members regarding Council and Committee business, in a timely manner.
6. Participate at meetings of the Council and Committees with courtesy, and respecting the views expressed and positions taken by others.
7. Maintain decorum in Council meeting debates including addressing all remarks through the Chair, confining remarks to the pending issue, refraining from attacking a Councillor's motives, refraining from speaking adversely on a prior issue not pending.¹
8. Refrain from taking any action in the name of the College, except those actions duly authorized by the Council or the Executive Committee.
9. Declare any real, perceived, or potential conflict of interest and to remove himself or herself from participating in any discussion involving such conflict, from receiving or viewing any related confidential correspondence, minutes or documents as appropriate concerning such conflict, as soon as the conflict is identified, and to refrain from any vote concerning such conflict.
10. Strictly abide by the confidentiality agreement with the College and the confidentiality policy and procedure of the College and the confidentiality provisions of the *Regulated Health Professions Acts and the Health Professions Procedural Code*.²

K:\Policy_Procedures\Council\Final&PDF\Code of Conduct\CP-Code of Conduct-204-policy.docx

¹Refer to Schedule 1 to the CRTO By-law, *Rules of Order of Council*.

²Refer to CRTO Policy and Procedure, *Conflict of Interest of Council and non-Council Members*, CP -133; Article 12.03 CRTO By-law.