



CODE OF CONDUCT

OF

THE CARDIAC SOCIETY OF AUSTRALIA AND NEW ZEALAND

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In this Code of Conduct, the following capitalised terms have the following meanings:

Board means a board member of the Society.

Committee means any committee of the Society.

CSANZ or **Society** means the Cardiac Society of Australia and New Zealand.

Member means a member of the Society.

1. Purpose of the document

This CSANZ **Code of Conduct** is founded on the fundamental expectation of respect for others, and has been established to support all Members working together to create a safe, inclusive, and engaging work environment. Creating a respectful and inclusive culture not only establishes a platform for greater engagement, but also one that attracts new Members to both the Society and our professional fields.

Respect is established and recognised as affirmed by the United Nations Declaration on the Rights of Indigenous Peoples (**UNDRIP**), of which both Australia and New Zealand are signatories.

This Code of Conduct outlines the principles and expectations for professional behaviour, integrity, and collaboration within our organisation.

2. Application

By applying for and being accepted by CSANZ as a Member of CSANZ, the Member acknowledges that they have read, understood, and agrees to be bound by this Code of Conduct.

This Code of Conduct applies in respect of conduct described in section 3.1 below.

Although this Code of Conduct does not apply to external contractors, CSANZ will, where practicable, seek to work with external contractors who adhere to this Code of Conduct. Employees of the Society must adhere to this Code of Conduct, as outlined in their employment contract, as if they were Members.

3. Code of Conduct

3.1. **Applicable Conduct.** This Code of Conduct applies in respect of the following “**Applicable Conduct**”:

- 3.1.1. work done for or on behalf of the Society;
- 3.1.2. meetings for or on behalf of the Society (including meetings of the Board, sub-committees, or working groups);
- 3.1.3. attendance at Society-related meetings, conferences, or events, including networking or social events for Members;
- 3.1.4. representing the Society; and
- 3.1.5. dealings with other Members of the Society, employees, trainees, or other stakeholders.

3.2. **Code of Conduct.** At all times during their membership with the Society, Members are required to comply with the following *in respect of Applicable Conduct*:

- 3.2.1. **(Honesty, Civility, and Integrity)** behave honestly, civilly, respectfully and with integrity in all professional interactions.
- 3.2.2. **(Professional Excellence and Integrity)**
 - 3.2.2.1. exercise professional skills and judgement to the best of a Member’s ability, acting with integrity and always with full consideration of the public interest; and
 - 3.2.2.2. adhere to the highest standards of professional ethics and conduct.
- 3.2.3. **(Respect for rights of Indigenous Peoples (UNDRIP))** acknowledge the important relationship with Aboriginal and Torres Strait Islanders, as traditional custodians of their land, their elders, past present and future, with Māori as tangata whenua in Aotearoa New Zealand, and with Pacific peoples. Members must:
 - 3.2.3.1. uphold Te Tiriti o Waitangi and the Uluru statement; and
 - 3.2.3.2. work to ensure Indigenous representation throughout the Society, including on the CSANZ Board and Committees, and advocate for Indigenous representation in workplaces.
- 3.2.4. **(Inclusivity and Recognition of Culture and Diversity)**
 - 3.2.4.1. commit to fostering an inclusive and culturally safe environment that recognizes and acknowledges the unique skills and talents of individuals and groups within our organization and workplaces; and
 - 3.2.4.2. provide an inclusive and culturally safe environment for all Members, colleagues and patients, and strive for equitable health outcomes for all.
- 3.2.5. **(Fair Treatment and Respect)** treat others fairly, with dignity, courtesy and respect. This includes promoting open discussion of clinical and academic ideas, considerate discussion of differences, and responsible use of social media.
- 3.2.6. **(Good Faith and Non-Retaliation)**
 - 3.2.6.1. act in good faith and allow others to raise concerns and discuss difficult issues without fear of retaliation or reprisal;
 - 3.2.6.2. not engage in any form of unlawful bullying, harassment (including sexual harassment), discrimination (including racial, gender, disability or sexual orientation) and other physical or verbal conduct that a reasonable person would consider unwelcome, offensive, humiliating or intimidating. The Society does not accept bullying, harassment or discrimination based on professional discipline or standing;
 - 3.2.6.3. notify the Society immediately if the Member is subject to, witness to or otherwise becomes aware of any conduct involving unlawful bullying, discrimination or harassment; and

- 3.2.6.4. fully co-operate with the Society in respect of any investigation of a suspected offence or breach of laws, policies, standards and codes.
- 3.2.7. **(Consistency with Responsibilities)** comply with their responsibilities when admitted to a Committee, Working Group or Board of the Society and not engage in any activity inconsistent with the responsibilities attached to their own appointment or position and their membership of the Society.
- 3.2.8. **(Support for Colleagues)** provide support to colleagues who, in good faith, identify and disclose behaviours inconsistent with this Code of Conduct.
- 3.2.9. **(Professional Reputation)**
 - 3.2.9.1. not recklessly or maliciously injure, or attempt to injure, the professional reputation of another Member or any other healthcare professional, whether directly or indirectly;
 - 3.2.9.2. not engage in any act or omission which would bring the Society into disrepute, contempt, scandal or ridicule; and
 - 3.2.9.3. not do anything which will damage, injure or endanger personal property or third parties.
- 3.2.10. **(Research Integrity)** ensure that research funded, presented, disseminated and promoted via the Society is conducted responsibly, ethically and with integrity in adherence with established research and ethical codes of conduct.

4. Confidentiality

A Member must respect patient confidentiality and not disclose any confidential information obtained during the course of the Member's membership without proper authorisation or consent from the Society or the Member's patients (as the case may be).

The Society will protect any Member who, in good faith and with reasonable grounds, reports a suspected breach of this Code of Conduct. No person may act in a way that penalises or victimises any Member of the Society who makes such a report.

Reports made under this Code of Conduct, and any action taken in response to a report, must be treated as confidential to the extent permitted by law. No person (including a reporter) may disclose:

- 4.1. the fact that a report has been made;
- 4.2. the identity of a reporter or information that may lead to the reporter's identity being revealed (unless the reporter expressly consents in writing to such disclosure);
- 4.3. the identity of a subject or information that may lead to the subject's identity being revealed (unless the subject expressly consents in writing to such disclosure); or
- 4.4. any decision or action taken by any person, including the Board, in response to a report.

5. Compliance

The Member must, at all times during their membership with the Society, comply with this Code of Conduct.

If the Member fails to comply with this Code of Conduct and such failure:

- 5.1. cannot be remedied by the Member; or
- 5.2. can be remedied, but the Member fails to remedy the failure within 7 days from the date the Society notifies the Member of the failure,

the Society may immediately by notice in writing take any disciplinary or remedial action as it determines is reasonable in the circumstances or suspend or terminate the Member's membership.

6. Review and amendment

The CSANZ Board will review this Code of Conduct every three years, or within any period deemed appropriate, to ensure its alignment with the Society's values, beliefs, and ethical standards.

Recommendations for amendments to the Code of Conduct may be submitted to the CSANZ Board via the Executive Officer, in consultation with the CSANZ Secretary and/or President.