

## Appendix

# The Applied Neuroscience Society of Australasia

## (ANSA)

# Code of Ethical Principles & Professional Conduct

## I. AUTHORITY AND JURISDICTION

In accordance with the by-laws of the 'The Applied Neuroscience Society of Australasia' membership requires members to consistently maintain standards of professional conduct and pursue professional ethics, which include values of competence, fairness, honesty, integrity, objectivity, respect and trustworthiness in dealing with others.

The ethical principles of the Society are to be practiced by members of the Society whether life, full, student, or associate members as well as individuals employed by the Society, operating under the auspices of the Society, receiving grant/aide funds administrated by the Society, and volunteers and representatives who speak or act as agents for the Society or its publications.

Ethical principles may be revised at the annual meeting of the Society by majority vote of the membership voting after a twenty-one (21) day notice of proposed changes is published and sent to all members in good standing.

Members of the Society are encouraged to post the ethical principles in locations accessible to consumers.

## II. ETHICAL PRINCIPLES

Members of the 'The Applied Neuroscience Society of Australasia' shall:

1. Actively maintain professional competence within standards and ethical guidelines of his or her profession;
2. Accurately state one's professional credentials, skills, knowledge and make only those claims which can be supported by published, scientific evidence when disseminating information relevant to services or otherwise identify services as experimental;
3. Take all reasonable precautions to protect recipients from harm, always demonstrating a concern for the rights, safety, health, welfare, and dignity of

recipients of services-(who include patients/clients and persons involved in education or research activities);

4. Provide services to those in need with the intent to help improve a condition or alleviate impairments without discrimination on the basis of race, creed, age, gender, sexual orientation, national origin, social or religious affiliation;
5. Promote the right of the recipient of services to actively participate in planning services and to refuse or discontinue participation;
6. Maintain professional, objective, goal-related relationships with recipients of service or others;
7. Except as otherwise required by law protect the confidential nature of information gained in professional relationships;
8. Support intellectual freedom through open discussion of theories and factual findings;
9. Assist recipients of services to maintain appropriate autonomy and self-regulation;
10. Maintain good moral character and abide by the Professional Code of Conduct.

### **III. CODE OF CONDUCT**

Members of the Society are expected to:

1. Abide by the Ethical Principles of the Society and their profession.
2. Practice within the scope of demonstrable competence, or be supervised by a practitioner who is.
3. Demonstrate relevant continuing education activities to maintain competence.
4. Accurately advertise and present services.
5. Provide access to all client records and office policy to clients where legally required.
6. Provide informed consent agreement based upon full disclosure of potential risks, benefits and options.
7. Develop an accessible formal complaint resolution policy.
8. In clinical settings, maintain records of assessment plan, referral, progress, contact notes, consults, and termination in a manner to protect confidentiality.
9. Require supervisees and trainees to adhere to the Ethical Principles and Code of Conduct.
10. Maintain professional dignity, respect and integrity when discussing the opinions and findings of others.
11. Impart ethical standards of professional conduct through both instruction and example.
12. As an author: (1) guarantee the originality of any scholarly papers or presentation, (2) give credit to others for their works, (3) assume responsibility for accuracy and fairness of presented information, (4) use data of others with specific written permission, and (5) disclose any proprietary interests related to professional papers or presentations.
13. As a reviewer of funding proposals or manuscripts submitted for publication, consider related information to be confidential and not to be used in any other manner without specific written permission, and excuse one's self from the review process if there is a perceived conflict of interest, including business relationships or ongoing legal disputes.

## **IV. ALLEGATIONS THAT MERIT DISCIPLINARY PROCEEDINGS**

Allegations, which will result in investigation and disciplinary proceedings, include but are not limited to:

1. Misrepresentation of qualifications, training, experience, educational degrees, or competence.
2. Misrepresenting the efficacy or appropriateness of treatment, training, instrumentation, or software.
3. Inaccurate or false advertising of professional services.
4. Any false or misleading statement or omission of a material nature.
5. Failure to fully describe and obtain consent for experimental or clinical procedures.
6. Violating the confidentiality of clients, patients, students, or research participants.
7. Practicing without supervision when not qualified to practice independently or without consultation in new situations.
8. Inadequate supervision of students, supervisees, or trainees.
9. Failure to inform all parties involved in a possible conflict of interest.
10. Violations of privacy, health or community standards of decency when touching or attaching electrodes or sensors.
11. Assaulting or threatening to strike a client, patient, student, research participants, colleague, or others with whom there exists a professional relationship.
12. Sexual harassment or exploitation of a client, patient, student, supervisee, trainee, or research participant.
13. Substance abuse related impairment.
14. Failure to cooperate in investigations and hearings.
15. Being found in violation of ethical or professional behaviour.
16. Findings of governmental agencies, courts or other professional organizations or proceedings of civil courts resulting in an action against the respondent may be entered as evidence of the behaviour found and used as grounds for discipline.
17. Conviction by a court of competent jurisdiction or revocation of a license or credential by a governmental licensing or credentialing authority may be considered as conclusive proof of the behaviour upon which such action was based and used as grounds for discipline.