

## **British Society of Audiology (BSA) Code of Conduct - Applicable to all Members**

### **1. Background**

The BSA recognises that many members are registered professionals and as such should be guided by the Standards or Codes of Conduct of their registration bodies. This document aims to provide additional guidance on the standard of conduct and behaviour expected from all BSA members, regardless of membership level, category or status.

As described below, members of BSA are obliged to accept a level of accountability. The purpose of this Code of Conduct is to establish ground-rules of good professional behaviour and to provide a benchmark for addressing grievances.

It is not the purpose of this Code of Conduct to inhibit a full and open discussion on matters of scientific content or policy.

This Code of Conduct should be used to guide all members of BSA and should be read in conjunction with the set of rules under which the BSA Operates (these are called the Memorandum and Articles of Association) and can be found <http://www.thebsa.org.uk/about/memorandum-articles-association/> .

In formulating the Code of Conduct, a range of existing accessible codes, as listed in the Appendix, were reviewed. The BSA has also considered the wide range of contexts in which its members work. The Code of Conduct applies to all members. All members should be familiar with and adhere to the code of conduct.

### **1. Terminology**

In this document the term 'member' refers to any member of BSA.

The term 'client' refers to any person or persons with whom a member interacts on a professional basis e.g. in clinic, at academic conference, in public meetings. A client may be an individual (such as a patient, a parent/carer, a student, a research participant, a member of council, a member of another professional society), a family group, an educational institution, or a private or public organisation.

Throughout the document the term 'audiology' refers to the wider discipline, and hence encapsulates all associated specialties; it does not simply refer to audiology as practiced in an NHS audiology clinic.

**1. All members should:**

3.1. Be committed to the Vision and Mission of the BSA as stated <http://www.thebsa.org.uk/about/history-aims/> and do nothing which conflicts with them

3.2. Identify opportunities in both their professional and personal life, to influence positively, policy and practice in relation to Audiology

3.3. Co-operate with clients, across all disciplines and sectors, to advance the cause of Audiology

3.4. Support the BSA and contribute to its ongoing development. Members should not speak publicly in a way that will undermine the aims of BSA

3.5. Use caution in the wording of emails when representing BSA to avoid misrepresentation, misinterpretation or offence

3.6. Not act or speak publicly in a way that will damage Audiology or the BSA

3.7. Respect individual differences and diversity in line with BSA policy

3.8. Obtain appropriate approval to represent BSA views publicly (e.g. via meetings, letters, emails etc.)

3.9. Never use membership of the BSA as a form of professional qualification e.g. writing MBSA (or something similar) after their name

with the exception of those conditions stipulated when awarded 'BSA fellow' status as part of the BSA fellowship scheme

3.10. Only use the BSA Logo in line with the BSA policy OD104-64

3.11. Notify BSA Council if an aspect of the code of conduct HAS been broken thus enabling BSA to take appropriate remedial action

3.12. Not act in ways that unfairly discriminate against anyone on any grounds when representing BSA

3.13. Be prepared to justify any decision or action that may affect another member or a client

3.14. Not make false allegations of discrimination against BSA members

3.15. Declare conflicts of interest as outlined in the BSA Conflict of Interest Policy OD104-42

3.16. Not share membership log on details with others

### **1. Tenure of Membership**

In addition to the points listed in Section 9 of the Memorandum of Articles, membership at any level may be withheld or withdrawn if Council judges that it would misleadingly imply BSA endorsement for a particular product, establishment, practice, course or qualification, or if a member intentionally (and, if sufficiently erroneous, unintentionally) fails to comply with the points in Section 3 of this document.

Members of the Society holding registration with registration bodies are bound by their codes and standards. Where a member is removed from their professional register the member may be expelled from the Society.

Where there is a formal allegation or complaint of gross misconduct or conduct likely to bring the Society into disrepute, that member's rights and privileges of membership may be suspended by the Chair for a period not exceeding three months in order to investigate the allegation/complaint. The Trustees shall put in place such processes for the investigation of allegations and complaints as they consider fit,

provided that such regulations shall comply with the rules of natural justice. Please see the BSA policy for raising concerns and complaints OD104-41 for further information.

Members must declare incidents that have resulted in their removal from their professional register and/or investigations related to gross misconduct or conduct likely to bring the Society into disrepute, to the BSA Chair at the earliest opportunity. The BSA Chair will consider these declarations with other Officers and if necessary Council Trustees, and agree appropriate actions. These declarations should include any incidents that would prevent a Trustee from holding a Trustee position as defined by Section 72 of the Charities Act 1993.

In the case of a membership being revoked, membership fees would not be refunded.

### **1. Tenure of Council Membership**

In addition to the points listed in Section 9 of the Memorandum of Articles, membership of Council may be withdrawn if fellow Council members judge that a member's behaviour has failed to satisfy the requirements stated in Sections 3 and 4 of this document.

### **1. Appendix**

British International Studies Association

<https://www.bisa.ac.uk/about/policies-and-procedures/code-conduct> British Psychological Society <http://www.bps.org.uk>

Royal Institution of Great Britain <http://www.rigb.org>

## **Review of Policy**

In line with standard practice the BSA will review this policy every five years as part of the routine cycle of policy review. Earlier review will be considered if required.

<b>Ver no.</b>	<b>Effective Date</b>	<b>Summary of Changes</b>
1.0	April 2016	Initial Version
2.0	Dec 2022	Format update as part of routine review, minor changes including addition of reference to declaration

<b>Ver no.</b>	<b>Effective Date</b>	<b>Summary of Changes</b>
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		of conflicts of interest, respecting individual differences and diversity, use of BSA fellowship terminology and tenure of membership associated with gross misconduct or disqualification
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