

CODE OF ETHICS

Any member¹ of the COLLEGE OF CANADIAN OSTEOPATHS (CCO)² is bound to respect this code of ethics. He must practice his profession in respect of the person, the dignity of the person and the freedom of choice of his patient³.

SECTION I

DUTIES AND OBLIGATIONS TOWARDS THE PATIENT

1. The member must practice according to principles recognized by the World Health Organization (WHO) and / or provincial and national educational institutions.
2. Professional secrecy, instituted in the interest of patients, is binding on every member.

The secret covers all that has come to his knowledge in the exercise of his profession, that is to say, not only what has been entrusted to him, but also what he has seen, heard or understood.

3. He shall ensure that the persons assisting him in his exercise are instructed and comply with their obligations of professional secrecy.
4. The member must protect against medical indiscretion the medical documents concerning the persons he has treated or examined, regardless of the content and the medium of these documents. The same applies to the medical information of which he may be the holder.

The member must respect the right of his patient to read the documents concerning him in any record made about him and to obtain a copy of these documents

5. The member must ensure, when using his experience or documents for scientific publication or teaching purposes, that the identification of persons is not possible. Otherwise, their agreement must be obtained.
6. He may be relieved of professional secrecy only with the authorization of his patient, or when the law or judicial procedure so orders.
7. He must not interfere without professional reasons in family matters or in the privacy of his patients.

¹ Member : an osteopath member of the College of Canadian Osteopaths (CCO) association

² CCO : College of Canadian Osteopaths

³ Patient : patient or client of a member of CCO

8. A member may, however, communicate information protected by professional secrecy, with a view to preventing an act of violence against himself or others when he has reasonable grounds to believe that an imminent danger of death or serious injury threatens an identifiable person or group of persons.

Without delay, it shall, as far as possible, provide only the information strictly necessary for the protection of the person or persons concerned. This information will be shared with the person (s) exposed to this hazard, their representative, or those who can assist them.

9. The member must keep for each patient a personal observation card: this card is confidential and contains the observation elements and treatments⁴ used.
10. The member must take into account his limitations and abilities and advise his patient to consult a doctor if there is any doubt.
11. The free choice of the patient is paramount and the member must respect the right of the patient to consult another member or a member of another professional order.
12. The member must listen to, examine, advise or treat with the same conscience all persons regardless of their origin, their mores and their family status, their belonging or non-membership of a particular ethnic group, nation or religion their disability or state of health, their reputation or feelings they may feel towards them.

He must help them in all circumstances.

He must never depart from a correct and attentive attitude towards the person examined.

13. He shall have, in place of his professional practice, a suitable facility, adequate premises to allow the respect of professional secrecy and sufficient technical means related to the nature of the acts that he practices. He will not be able to practice in public halls, shopping malls or other similar places.
14. The member must seek to establish a relationship of mutual trust between himself and his patient. To this end, he must refrain from practicing his profession in an impersonal manner. He also owes the person he examines, that he heals or advises information that is fair, clear and appropriate about his condition and the care he offers. It will take into

⁴ Treatments : treatments or care administered by a member of CCO to a patient or client.

account the personality and values of the patient and will ensure their understanding.

15. Members must refrain from intervening in the personal affairs of their patient on subjects that are not within the general competence of the profession.

16. The member must perform his professional duties with integrity.

He must avoid any misrepresentation as to his level of competence or the effectiveness of his own services and those generally provided by the members of his profession. If the good of the patient so requires, he must direct the patient to another member, to a member of another professional order or to any other competent person.

17. The member must, as soon as possible, inform his patient of the duration and the terms of the treatment and he must obtain his agreement on this subject.

18. He must give his patient a complete and objective account of the nature and extent of the problem which, in his opinion, emerges from all the facts which have come to his attention.

19. The member must inform his patient as soon as possible of any prejudicial and hard-to-repair error that he has made by rendering him a professional service. He must also inform the CCO.

20. The member must be objective and unselfish when people other than his patients ask him for information. He cannot charge for phone calls for example.

21. No member may, except for just and reasonable cause, cease to act on behalf of a patient. In particular, and in a non-exhaustive manner, just and reasonable grounds

- loss of patient confidence.
- the fact that the member is in a situation of conflict of interest or in a context such that his professional independence could be questioned.
- Incitement by the patient to perform illegal, unjust or fraudulent acts.

Before ceasing to perform his duties on behalf of a patient, the member must notify his patient within a reasonable time and ensure that the termination of service is not prejudicial to him.

22. The member must, in the practice of his profession, fully engage his personal civil liability. It is therefore forbidden for it to include in a

professional services contract a clause excluding, directly or indirectly, in whole or in part, this liability.

23. He must subordinate his personal interest to that of his patient.
24. He must ignore any intervention by a third party that could affect the performance of his professional duties to the detriment of his patient.
25. The member must at all times safeguard his professional independence and avoid any situation in which he would be in a conflict of interest to the detriment of his patient.

As soon as he finds that he is in a situation of conflict of interest, the member must notify his patient and ask him if he authorizes him to continue his mandate.

26. A member may share his fees with a colleague only to the extent that such sharing corresponds to a division of services and responsibilities.
27. A member must refrain from receiving, with the exception of the remuneration to which he is entitled, to pay or undertake to pay any benefit, rebate or commission relating to the practice of his profession.
28. Members must request and accept fair and reasonable fees.

The fees are fair and reasonable if they are justified by the circumstances and proportionate to the services rendered. In particular, the member must consider the following factors when setting his fees:

- a) the time spent performing the professional service.
- b) the difficulty and importance of the service.
- c) the provision of unusual services or requiring exceptional skill or speed.

The member must provide his patient with all the explanations necessary to understand his statement of fees and the terms of payment.

He must refrain from demanding the payment of his services in advance and must also inform his patient of the approximate cost of his services.

29. For a given service, the member must accept fees only from one source, unless explicitly agreed otherwise by all interested parties. He must accept the payment of these fees only from his patient or his representative.
30. A member shall not use confidential information to the detriment of a patient or to obtain, directly or indirectly, a benefit for himself or for others.

31. A member may collect interest on outstanding accounts only after having duly notified his patient. The interest thus charged must be of a reasonable rate.
32. Before resorting to legal proceedings, the member must exhaust other means at his disposal to obtain the payment of his fees.
33. He must abstain from selling his accounts, except to a colleague.
34. Where a member entrusts to another person the collection of his fees, he must ensure that the latter usually proceeds with tact and moderation.

SECTION II

DUTIES AND OBLIGATIONS TOWARDS THE PROFESSION

The member shall not have any financial interest, direct or indirect, in an enterprise for the purpose of producing or selling devices or products that may be used for processing where the possession of such interests places the member in a conflict situation. interests towards his patient.

Derogatory acts:

Is derogatory to the dignity of the profession, the fact:

- a) to urge someone urgently or repeatedly to use his professional services.
- b) to interfere directly or indirectly with the patient's freedom to choose his limb.
- c) provide care that is not required from the point of view of his profession.
- d) not to provide all the care in his power and indicated in the circumstances, in accordance with the highest possible standards of current practice.
- e) consult, collaborate or agree in the treatment of a patient with a person who does not have the appropriate scientific knowledge in the field in which he practices.
- f) conduct himself, in the exercise of his profession, in a manner that is reproachable towards his patient both physically and psychologically.
- g) procure or cause to be afforded to a patient an unjustified material benefit, including by falsifying a statement, report or any document relating to the health of a patient or the care administered to the patient.
- h) pay any form of patronage to a patient.

- i) guarantee, directly or indirectly, expressly or implicitly, the cure of a disease.
- j) not to report to the CCO that he has reason to believe that a candidate in the practice of his profession is unfit to practice this profession or lack of ethics.
- k) perform a therapeutic procedure without having first carried out a basic examination including the following:
 - the appropriate story of the case.
 - a sufficient search for any pathology and underlying anomaly by the means of assessment indicated and in accordance with the standards of the current practice.
 - an unequivocal indication of appropriate therapy.

SECTION III

RELATIONS WITH THE CCO AND COLLEAGUE:

1. The colleague to whom the CCO asks to participate in an account arbitration board, a committee of discipline or professional inspection, must accept this function unless there are exceptional reasons.
2. The member must respond as soon as possible to any correspondence from the CCO, investigators or members of the professional inspection committee.
3. The member must not surprise the good faith of a colleague or be guilty towards him of a breach of trust or unfair practices. He must not, in particular, claim the merit of treatment which belongs to a colleague.
4. The member consulted by a colleague must provide his colleague with his opinion and recommendations as soon as possible.
5. The member called upon to collaborate with a colleague must preserve his professional independence. If he is given a task contrary to his conscience or to his principles, he may ask to be exempted from it.

SECTION IV

CONTRIBUTION TO THE ADVANCEMENT OF THE PROFESSION:

1. The member shall, to the extent of his ability, assist in the development of his profession through the exchange of his knowledge and experience

with his colleagues and students, and through his participation in courses and continuing education courses.

2. He shall, except for valid reasons, support any measure likely to improve the quality and availability of professional services in the field in which he practices.
3. The member must promote education and information measures in the field in which he practices.

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