**ANZBMS CLINICAL PRACTICE COMMITEE**

**TERMS OF REFERENCE**

**Purpose:**

The new Clinical Practice Committee has the mission to engage with other Scientific Societies, Non-governmental organizations (NGOs) and Professional Colleges sharing a similar interest in promoting high quality research, strong scholarship and professional development in areas directly or to some extent associated with musculoskeletal diseases.

The committee’s remit includes (but is not limited to) the following:

a) Engagement with the RACP.

a.      This may include:

i.  Representation at RACP adult medicine division meetings on behalf of the ANZBMS president

                                                   ii.  Liaison with RACP advanced training committees

                                                  iii.  Liaison with the Internal Medicine journal

                                                  iv.  Development of an electronic seminar series for bone

b) Engagement with other bodies such as the College of Surgeons

c) Engagement with other societies in Australia, New Zealand and overseas

d) Engagement with fracture liaison services

e) Engagement with the reform of the MBS (lead by Bruce Robinson) and the EVOLVE process.

 f) Engagement with NGOs such as Osteoporosis Australia, Osteoporosis New Zealand, Arthritis and Osteoporosis VIC and Arthritis and Osteoporosis NSW.

**Membership:**

Membership will include one Chair (designated by the ANZBMS President), four members designated by the Chair (Certified medical practitioners: Physicians and Surgeons), and three ANZBMS officers namely the President, Immediate Past-President and President-Elect.

When possible, the Chair and his/her designated members will be selected taking into consideration appropriate gender balance, geographical location and medical specialties.

**Accountability:**

The Chair of the Committee will report to the President on a regular basis, especially after potential new programs and agreements are being prepared in collaboration with other Societies, NGOs and Colleges.

The members of the Committee should report to the Chair after being commissioned to represent ANZBMS at specific activities.

All members of the Committee should report their participation at any initiative that involves ANZBMS as a partner organisation. After close consideration by the President of ANZBMS, the Chair of the Committee is responsible of widely circulating any discussion document in which ANBZBMS acts as a partner organisation and in case our opinion/position/endorsement is being requested.

The Chair of the Committee should submit a regular report to be discussed at the Strategic Meetings of the Council.

The Chair of the Committee should submit an annual report to be presented at the Annual Meeting.

**Working methods:**

Workload will be distributed amongst the members of the Committee. Priority will be given to their areas of expertise, ongoing membership to other societies, and previous interactions with NGOs and Colleges.

The committee will organise two teleconferences/year. A planning/reporting meeting will be organised during the ANZBMS annual meeting.

S**haring of information and resources (including confidential materials)**

Unpublished and confidential documents will be distributed amongst the members of the Committee. Members of the Council will be consulted when required.

Documents requiring endorsement/opinion/editing by the members of the ANZBMS will be submitted to the President for review. Wide circulation will be only performed after approval by the President and/or the Council. Opinions will be collected by the Committee who will be responsible for submitting a response to the requesting organisation.

**Code of conduct for ANZBMS Council and Committees[[1]](#footnote-1)**

ANZBMS is committed to be productive and inclusive for all members and staff, regardless of age, ethnicity, race, gender identity or expression, sexual orientation, disabilities, religion, marital status, or any other reason unrelated to professional performance. We require all members of Council, all Committee members, and ANZBMS employees to abide by this Code of Conduct.

ANZBMS Council and committees are central to professional training and networking in our discipline. Consequently, they are an extension of the workplace environment. As such, all university, or institutional rules regarding appropriate behaviour apply in these contexts. The ANZBMS will not tolerate harassment of participants, or staff, in any form, nor will ANZBMS tolerate victimisation of complainants for reporting of misconduct.

Please follow these guidelines:

* All communication should be appropriate for a professional organisation including people of many different backgrounds.
* Sexist, racist, or exclusionary comments or jokes are not appropriate; this includes offensive comments or images related to gender, sexual orientation, disability, physical appearance, body size, race, or religion.
* Behaviour that is acceptable to one person may not be acceptable to another. Use discretion to ensure that words and actions communicate respect for others. This is especially important for those in positions of seniority, as those in more junior positions may be reluctant to express their objections or discomfort regarding unwelcome behaviour.
* Use ANZBMS property and money efficiently, carefully and honestly with due authorisation and without misappropriation
* Treat everyone with respect and courtesy and without discrimination or harassment. Harassment is repeated behaviour that is directed at an individual, or group, and is offensive, humiliating, intimidating or threatening. Harassment can include inappropriate physical contact, sexual attention or innuendo, deliberate intimidation, stalking, and photography or recording of an individual without consent.
Sexual Harassment is unlawful under the *Sex Discrimination Act 1984* (Cth).
* Conflicts of interest, whether personal or professional, should be declared at the start of any meeting of the Council or Committees.

Participants in ANZBMS Council and our Committees who are asked to stop any inappropriate behaviour are expected to comply immediately.

Council or Committee members violating this code of conduct may be asked to resign from the Council or Committee(s).

**Australian and New Zealand Bone and Mineral Society Equity, Diversity and Inclusion Policy**

In adherence to the ANZBMS Equity, Diversity and Inclusion Policy, this sub-committee will proactively reflect on and embed processes that ensure all responsibilities and activities promote and address equity, inclusion and diversity matters relevant to the sub-committee’s responsibilities.

1. *This code of conduct is based on the “London Code of Conduct” designed for the conference “Accurate Astrophysics. Correct Cosmology”, 2015, and on the American Association of Physical Anthropologists and the Society for Vertebrate Paleontology 2019 Codes of Conduct* [↑](#footnote-ref-1)