

Code of Conduct

Why do we have this policy?

The AHTA has a responsibility to direct the behaviour of its members and representatives in relation to standards of conduct. These rules and standards, at times, may be higher than those established by general law. This policy is not exhaustive but is intended to offer a thorough explanation of the ethical principles that underpin the Association's values and standards for conduct.

The AHTA reserves the right to:

refer to this policy throughout the acceptance, rejection and cancellation of memberships or contracts

reject, place on hold or remove a member or representative who is in breach of this policy, or on the basis of a notification or findings of a relevant regulatory authority including authorities that uphold common law.

It should be noted that parts of this Code of Conduct may not be relevant in some situations and that the code governs the conduct of the individual, not the nature of the business or ethics of any client or employer

Who does this policy apply to?

- All classes of membership
- Representatives of the AHTA including Management Committee and other Volunteers
- Staff & Contractors

This policy is designed as a guide for members and representatives when conducting themselves on any business that is directly or indirectly related to the AHTA. We encourage individuals to exercise reasonable judgement in relation to this policy, however, if at any time you are in doubt about this policy please seek advice from the Association.

Principles and Values

That AHTA has a set of 7 core principles and values that underpin expectations of conduct when representing, or affiliating oneself with, the Association, its members and representatives. These principles and values guide us towards achieving our mission and pillars, they are:

1. **Respect**

Members and representatives of the AHTA shall:

- Exercise respect for the interests of the AHTA, its members, representatives and stakeholders
- conduct themselves in a way that demonstrates this respect through professional and ethical communications that do not belittle, harm or intimidate others.
- Safeguard the right to opinion of themselves and others

2. **Honesty**

Members and representatives of the AHTA shall not deliberately mislead or deceive others through:

- Making or knowingly allowing misrepresentations or overstatements about themselves, another individual or an organisation
- Disclose disproven information or partial truths that could mislead or cause harm to another individual or organisation

- Make selective omissions that could mislead or cause harm to another individual or organisation or;
- any other means that could mislead or cause harm to another individual or organisation

3. Integrity & Professionalism

Members and representatives of the AHTA shall demonstrate personal and professional integrity by:

- Maintaining high standards of personal and professional conduct that meets societal standards, reflects favourably upon the Hand Therapy profession and serves as an example to others.
- In all interactions, act with respect towards individuals and organisations and conduct yourself in a way that enhances the integrity, culture and good standing of the AHTA and the Hand Therapy profession
- Championing ethical and principled decision making irrespective of its detriment to expediency or productivity
- Protect the confidentiality and integrity of all organisational and personal information relating to members and stakeholders
- Working only within the scope of practice that is relevant to their professional registration, education, knowledge, skills and experience inherent to OT/PT codes

4. Accountability & Transparency

Members and representatives of the AHTA shall:

- accept and acknowledge accountability for the ethical quality of their decisions and omissions to themselves and others
- Exercise proper diligence
- Manage information as openly as practicable within legal and governance frameworks
- Value and seek to achieve high standards of service and responsibility within the obligatory framework
- Ensure that actions and behaviour are scrupulous enough to bear public scrutiny

5. Advancement & Excellence

Members and representatives of the AHTA shall:

- Preserve the standards and expectations for the AHTA and the Hand Therapy profession
- Be committed to continuous development in an effort to advance the AHTA and the Hand Therapy profession
- Maintain excellence of service and practice

6. Fairness

Members and representatives of the AHTA shall manifest a commitment to justice and the equal treatment of all individuals by:

- Remaining tolerant and accepting of diversity
- Not attempting to exercise power arbitrarily or through the use of overreaching or indecent means
- Not attempting to gain or maintain any undue advantage of another individuals mistakes or difficulties or to the disadvantage of the AHTA

7. Care

Members and representatives of the AHTA shall:

- Be genuinely interested and committed to the AHTA, its mission and pillars and the Hand Therapy profession
- Exercise conduct to affect a positive future for the AHTA and the Hand Therapy profession
- Be committed to the causes that the AHTA and the Hand Therapy profession aim to support