

<b>Committee</b>	<b>Ethics Committee</b>
<b>Committee Charge</b>	The primary role of the NEC is to assist the NAMSS Board and CCN in maintaining the ethical standards of the association through education on, consultation about, and evaluation of the professional conduct of its members.
<b>Committee Goals/Responsibilities</b>	<ol style="list-style-type: none"> <li>1. Evaluate the professional conduct of NAMSS members, applicants, candidates and certificants following the administrative procedures outlined in the NAMSS Code of Professional Conduct policy.</li> <li>2. Serve in an advisory role on the principles of ethics, but not on individual ethical concerns and situations, to the NAMSS Board of Directors, CCN Board, state associations, NAMSS committees, and if requested by NAMSS, the public, members and employers.</li> <li>3. Educate members on the NAMSS Code of Professional Conduct through the following activities among others: Webinar, annual article in <i>Synergy</i>, presentation at the Annual NAMSS Educational Conference</li> </ol>
<b>Committee Composition</b>	<p>The Ethics Committee shall be comprised of seven members including a Chair, a Vice Chair, and a public member preferably with ethics background, three members of NAMSS who are not on the NAMSS Board of Directors and one member from the Certification Commission of NAMSS, not currently serving as an Officer of the CCN.</p> <p>The Chair shall rotate between a current member of the NAMSS Board who currently is not serving as an officer and a current member of the Certification Commission of NAMSS who is not currently serving as an officer of the CCN.</p>
<b>Membership Term</b>	All committee members serve a one (1) year term and are eligible for reappointment for up to two additional terms (up to three years of service). Terms run January 1 <sup>st</sup> – December 31 <sup>st</sup> .
<b>Expected Commitment</b>	The Ethics Committee meets at least quarterly by Conference call (more frequently as needed) and may meet in person at the NAMSS Educational Conference & Exhibition. Time commitment is 1-2 hours per month (approximate)
<b>Selection/ Appointment</b>	Committee members as well as the Chair and Vice Chair are selected by the President Elect in consultation with the current Committee Chair and Certification Commission Chair.
<b>Committee Requirements</b>	<p><b>Committee Members:</b></p> <ol style="list-style-type: none"> <li>1. Express desire to serve with an interest/background in ethics</li> <li>2. Must be able to carry out the work of the committee.</li> <li>3. Desire to advance the mission of NAMSS.</li> <li>4. Active in the medical services profession (with exception of Public Member).</li> <li>5. Ability to work well with others.</li> <li>6. Ability to make the necessary time commitment.</li> <li>7. NAMSS member in good standing (with exception of Public Member).</li> <li>8. Ability to attend and actively participate in conference calls</li> </ol>
<b>Roles and Authorities</b>	<p><b><u>Makes Decisions</u></b></p> <ol style="list-style-type: none"> <li>1. Ethics education provided to NAMSS members, applicants, candidates and certificants</li> <li>2. Actions taken against members in violation of the Rules of Ethics in line with the NAMSS Code of Professional Conduct Policy</li> </ol>

	<p><b><u>Makes Recommendations (to the Board)</u></b></p> <ol style="list-style-type: none"> <li>1. Policies relevant to the Committee’s work</li> <li>2. Education requiring budget variances</li> </ol> <p><b><u>Provides Input</u></b></p> <ol style="list-style-type: none"> <li>1. On the principles of ethics, but not on individual ethical concerns and situations, to the NAMSS Board of Directors, Certification Commission of NAMSS, state associations, NAMSS committees, and if requested by NAMSS, the public, members and employers.</li> </ol> <p><b><u>Monitors</u></b></p> <ol style="list-style-type: none"> <li>1. Professional Conduct of NAMSS members, applicants, candidates and certificants</li> </ol>
<b>Staff Liaison(s)</b>	<p>Amanda Browe, Operations Senior Coordinator  <a href="mailto:abrowe@namss.org">abrowe@namss.org</a> (202) 367-2366</p> <p>Erica Klein, Certification Manager  <a href="mailto:eklein@namss.org">eklein@namss.org</a> (202) 367-2351</p>