

Heart & Stroke Foundation - Resuscitation Program Instructor Code of Conduct

Preamble

In carrying out their responsibilities, all Resuscitation Program instructors associated with the Heart and Stroke Foundation (Provincial Heart & Stroke Foundation (HSF) or Heart & Stroke Foundation of Canada (HSFC)) shall comply with the Code of Conduct of the HSFC, and with all Federal, Provincial, and Municipal laws. Where the individual is a member of an affiliated agency, he or she shall be guided by the Code of Conduct for both the HSFC and the affiliated agency. It is expected that all instructors will support and promote the mission of the Heart and Stroke Foundation of Canada (HSFC) and their provincial HSF in their teaching and by their professional example.

Qualifications and Responsibilities

All instructors associated with the HSFC, and their provincial HSF shall:

1. Promote the principles of a heart healthy lifestyle as defined by the HSFC;
2. Follow the administrative guidelines and policies of HSFC and their provincial HSF;
3. Achieve and maintain a competent knowledge of the psychomotor skills, teaching skills, and safety guidelines as detailed in the position descriptions defined by the Policy Advisory Committee on Resuscitation (PACR) of HSFC and their provincial HSF;
4. Improve their knowledge of teaching skills and of emergency cardiac and stroke care within their community;
5. Promote Resuscitation Programs within their community; and
6. Not be involved in activities or participate in conduct that would reflect negatively on HSFC or their provincial HSF.

Professionalism

All instructors associated with the HSFC and their provincial HSF shall:

1. Conduct themselves in a professional manner when teaching or promoting Resuscitation Programs, and while representing the HSFC and/or their provincial HSF;
2. Conduct themselves and their classes in a professional manner to demonstrate an honest, caring and sensitive approach, keeping in mind the needs and values of others;
3. Act fairly and without discrimination based on: age; gender; race; religion; place of origin; colour; creed; citizenship; socioeconomic status; physical or mental disability; sexual orientation; or any other ground, in the discharge of the duties as a Resuscitation Program instructor;
4. Ensure, within reason, access to training for all who desire it;
5. Ensure that course participants are aware of the legal liabilities and health risks of performing resuscitation techniques and of the likelihood of success.
6. Act in a manner which minimizes the potential for claims of professional misconduct. Additionally, there is no tolerance for sexual harassment, including sexual solicitation, physical advances, or verbal or nonverbal conduct that is sexual in nature that is unwelcome, offensive or creates a hostile work or classroom environment.

Confidentiality

All instructors associated with the HSFC shall:

1. Ensure that criticisms of the provincial HSF or HSFC, its representatives, fellow instructors, clients or affiliate agencies are made privately to the appropriate representatives of the HSF or HSFC, and not in a public forum;
2. Ensure that confidentiality of the course participants, peers, provincial HSF, HSFC, or the affiliate agencies, is maintained.
3. Commit to protecting the privacy of participant information according to the HSFC and provincial HSF Privacy Statement. Instructors may maintain records of participant records for the purpose of contact when renewal is required. Neither the HSF nor its Resuscitation Program instructors shall trade, sell or rent its Resuscitation Program client lists to other organizations or businesses.

Conflict of Interest

All instructors associated with the provincial HSF and HSFC shall:

1. Avoid any potential conflict of interest due to being a party or having an interest in a party to a material contract or proposed material contract with the Foundation; and
2. Disclose any potential conflict of interest situation to the provincial HSF in writing.

Representation

All instructors associated with the HSF shall:

1. Seek specific authorization to act on behalf of the provincial HSF or HSFC prior to communicating with any level of government, or with any elected or appointed official, or with the media;
2. Observe copyrights and trademarks on all materials produced by the HSFC and provincial HSF; and
3. Represent accurately their role within the provincial HSF and HSFC.