



FICS Ethics Policy

DOCUMENT CONTROL

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Amendment Summary: This document has undergone a comparative analysis (benchmarking) of the a number of selected member organisations across the globe. FICS are happy that the Ethics Policy is in alignment with the selected organisations. There was some recommendations to use elements of the other organisations Ethics Policies in our Code of Conduct and Ethics commission charter to further enhance our policies.	

AMENDMENT RECORD

Number	Release Date	Nature of amendment	Prepared by
0.1 (draft)	24/7/19	New Document	Corporate Social Responsibility
0.2 (Final)	24/8/19	Created	Corporate Social Responsibility
1.0 (Approved)	28/08/2019	Approved for Release	Secretary-General
1.1	13/11/2019	Amendment to implement Code of Conduct	Secretary-General
1.2	26/05/2021	Review and adjustments	Ethics Committee
1.3	11/05/2022	Review and minor adjustments	Ethics & Membership Commission
1.3	01/12/23	Updated minor words ExCo replaced with EMT	Keith Overland
1.4	19/2/24	Update as part of a working committee	Graeme Harrison-Brown and ExCo Committee
1.4	15/10/2024	Approved for release	ExCo sign off

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1. Preamble

The FICS organisation and their members is committed to the maintenance and improvement of high levels of ethical standards through all our activities and interactions. By maintaining the highest ethical standards, we:

- Protect and support our members,
- Enable athletes to achieve their optimal performance naturally,
- Support the world of sport, and
- Build lasting relationships with our stakeholders.

All FICS members are required to follow a comprehensive, strictly enforced set of core values supported by high standards of ethical and business conduct at all times. All policies can be downloaded from FICS website <https://fics.sport/policies/>.

Introduction

This Ethics Policy is a public statement regarding the organisational expectations for the conduct of all International Federation of Sports Chiropractic / Fédération Internationale de Chiropratique du Sport (FICS) members. It is important in protecting the reputation of FICS and building a strong workplace culture. The Policy establishes behavioural standards that are designed to ensure a positive, healthy, harmonious, and supportive working environment. FICS is committed to always applying procedural fairness and support of its members. The intent of this Policy is not to circumvent or interfere with other applicable laws or regulations. This Policy ensures that all individuals of FICS neither lose their rights nor escape their responsibilities.

It should be noted that FICS is a registered entity within Switzerland and as such, is required to comply with and be bound by Swiss law. However, as FICS operates globally, we are also required to comply with the laws of the country in which we are operating at the time. It is the responsibility of everyone in FICS operating in a country on behalf of FICS to understand the legal obligations and responsibilities applicable to that country.

Scope

The Policy applies to all FICS members, employees, or advisors, including those on secondment from another organisation to FICS and FICS employees on secondment to other organisations.

FICS members shall always respect the various manuals/rules/ordinances of host countries or organisations of the FICS-related events, particularly the Rules of Conduct applicable to all countries wishing to organise the FICS-related events.

All FICS members are subject to the FICS Ethics Policy when performing their representational duties anywhere in the world.

2. FICS Values

The FICS Values are:

- Integrity – Maintaining the highest standards
- Respect – View and treat all members and stakeholders in high professional regard
- Inclusive – No individual is left out or behind
- Collaboration – Value the strength of working together
- Altruism – Selflessly committed to the betterment of our profession, healthcare, and sports
- Passionate – Outwardly express our dedication, Commitment and Enthusiasm

The values underpin our culture and are evident in how FICS and our members carry out their duties. They are integral to the way we conduct business relationships and interact with stakeholders and each other.

3. Principles of the Policy

In the performance of your duties, you must ensure that you:

3.1 Professional Behaviour and FICS Values

- a) conduct yourself professionally and in ways that uphold the FICS Values and in accordance with the organisation's policies;
- b) report any breach of conduct or FICS policies to the appropriate FICS supervisor.
- c) Advise FICS of any current personal/professional incidents that might result in a breach of the Principles of the Ethics Policy.

3.2 Positive Reputation

- a) conduct yourself in a way that enhances and supports the positive reputation of FICS;
- b) creating positive role models which younger people can look up to and aspire to be;

3.3 Health and Safety

- a) act with due care and diligence and perform work duties in a manner that safeguards the health and safety of yourself and others;

3.4 Equality and Non-Discrimination

- a) treat everyone equally regardless of sex, disability, ethnic origin, or religion.
- b) do not engage in any form of bullying, harassment, discrimination, or physical, verbal, sexual, or emotional abuse;

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- 3.5 Sexual Misconduct** - do not engage in any form of sexual misconduct which includes:
- Criminal offences (including sexual assault/rape and acts of indecency)
 - Repeated demeaning behaviours of a sexual nature
 - Exclusion based on gender, sexual orientation or gender identification
 - Persistent unwanted/unwarranted attention of a sexual nature
 - Recording, photographing or transmitting incidents and images of sexual Misconduct;
- Policy link - FICSPI005 -V0.1_Sexual Boundaries between Chiropractor and Patient_**<https://fics.sport/policies/>
- 3.6 Compliance and Implementation**
- implement all official decisions and comply with any lawful and reasonable direction given to you, by anyone who has authority to give the direction;
- 3.7 Confidentiality**
- ensure information and documentation that you receive, use, or generate in the course of your duties, is kept confidential and always remains the property of FICS;
- 3.8 Information Disclosure**
- do not give or disclose, whether directly or indirectly, any information to others about FICS business, or patient care unless required to do so in the course of your duties or you have been expressly authorised to do so;
- 3.9 Ethical Use of Power**
- do not improperly use inside information, or your status, power, or authority, to gain, or seek to gain, a benefit or advantage for yourself or any other person, nor to cause, or seek to cause, detriment to FICS or any other person;
- 3.10 Conflict of Interest** - <https://fics.sport/policies/>
- Take appropriate steps to avoid conflicts of interest (actual, perceived, or potential) with your engagement or relationship with FICS, and disclose details of any quantifiable personal interests that may give rise to such a conflict;
 - Report to appropriate individual or supervisor any actual, perceived or potential conflict of interest. Abide by FICS policies pertaining to conflict of interest;
- 3.11 Responsible Resource Use**
- use FICS resources and facilities in a correct and responsible manner and for a proper purpose;
- 3.12 Prohibited Material**
- do not display or transmit, or cause to be displayed or transmitted, offensive and/or inappropriate material or messages in connection with the workplace. This relates to any environment linked to the business and operations of FICS, and includes (but is not limited to) the internet, the FICS website, official emails, internal bulletin boards, personal workstations, or office areas; and
- 3.13 Commitment to Continuous Learning and Improvement**
- be committed to staying abreast of the latest research and advancements, thereby enhancing the quality of care and keeping the FICS community at the forefront of the field of Sports Chiropractic
 - be committed to the professional development of all members through the sharing of knowledge and experiences.
- 3.14 Legal Compliance**
- comply with the applicable laws of Switzerland and other relevant jurisdictions.

4 Athlete Specific Principles

When interacting with **Athletes** you must ensure that you:

4.2 Athlete Centred

Respect the talent, development stage and goals of each athlete in order to reach their full potential;

4.3 Fair Play and Drug Free

Operate within the rules of the sport and in the spirit of fair play, while encouraging your athletes to do the same. Advocate a sporting environment free of drugs and other performance-enhancing substances within the guidelines of the World Anti-Doping Code.

4.4 Confidentiality

Do not disclose any confidential information relating to athletes without their written prior consent. The taking of and use of visual images of athletes is to be performed in accordance with the directions of the FICS Field Manual.

4.5 Professional Behaviour

- a) Display high standards in your language, manner, punctuality, preparation, and presentation. Be professional and accept responsibility for your actions.
- b) Provide all athletes with equal attention and opportunities. Ensure the athlete's time spent with you is a positive experience. Be fair, considerate, and honest with athletes. Encourage and promote a healthy lifestyle – refrain from smoking, vaping and drinking alcohol around athletes.
- c) Report any breach of conduct or FICS policies to the appropriate FICS supervisor.

4.6 Treatment Programme

Provide athletes with planned and structured treatment programmes appropriate to their needs and goals. Seek advice and assistance from professionals when additional expertise is required. Maintain appropriate records.

4.7 Health and Safety

Adopt appropriate risk management strategies to ensure that the treatment environment is safe. Ensure equipment and facilities meet safety standards. Ensure equipment, rules, training and the environment are appropriate for the age, physical and emotional maturity, experience and ability of the athletes. Use sound judgement when engaging with sick and injured athletes. Allow further participation in training and competition only when appropriate. Encourage athletes to seek medical advice when required. Provide a modified training programme where appropriate. Maintain the same interest and support toward sick and injured athletes as you would to healthy athletes.

4.8 Consent

Any physical contact with athletes should be appropriate to the situation and necessary for the athlete's skill development. Communicate your approach clearly and gain an informed consent before proceeding with treatment. Be alert to any forms of abuse directed towards athletes from other sources while in your care.

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4.9 Ethical Use of Power

Do not improperly use inside information, or your status, power, or authority, to gain, or seek to gain, a benefit or advantage for yourself or any other person, nor to cause, or seek to cause, detriment to FICS or any other person.

4.10 Legal Compliance

Abide by all rules and regulations of the country or area as pertinent to a Chiropractor or an agent of FICS.

5 Complaints

5.2 It is the duty of members, athletes, and stakeholders to report Code of ethics and policy violations and we will continue to improve FICS through the resolution of these complaints.

5.3 Any FICS member, athlete or stakeholder who believes they are experiencing an incident that warrants a complaint/grievance should, if possible, in the first instance approach the person whose behaviours causes concern and ask that behaviour to cease.

5.4 If the behaviour does not cease or the complainant (member, athlete or stakeholder) prefers not to deal directly with the person, and they believe they are experiencing an incident that warrants a complaint/grievance then they should make a complaint in the manner documented under the FICS Complaints Process. A suitable FICS representative will be assigned to manage the complaint process. <https://fics.sport/policies/>

5.5 The person handling the complaint/grievance will discuss the options available to the complainant, which may include one or more of the following steps:

- **Option 1:** Complainant desires than no further action be taken.
- **Option 2:** Complainant meets face to face with the person whose behaviour causes concern and asks the behaviour to cease.
- **Option 3:** Complainant wishes the matter to be dealt with formally, either directly with the individual through a team-based approach or some other way. Usually this is done using the appropriate supervisor.
- **Option 4:** Complainant may use an external third party, at their own cost, to address the complaint/grievance.

5.6 The person making the complaint will be kept informed about the progress and outcomes of the complaint and the complaint is confidential. All parties involved have a right to be free of retaliation of any kind.

5.7 FICS will support both the complainant and the respondent throughout the entire process.

5.8 If the complaint proceeds through a formal complaint process, then the reviewing committee will determine:

5.9 whether the matter is to be dismissed on the balance of probabilities and the available evidence or dealt with through remedial management action (such as counselling or training) or an Investigation Process;

5.10 whether suspension/termination is required; and

5.11 whether the matter should be referred to the appropriate authority where the alleged breach of the Policy could also be a criminal offence

6 Consequences of Misconduct

All members have an obligation to uphold the Ethics Policy, as well as report and respond to any observed behaviours which are not in line with the Policy.

Where a member has allegedly engaged in conduct that may have potentially breached the Policy, the ExCo (or their nominated delegate) may, at any time prior to, or during the process:

- 6.2** suspend the member from participating in FICS events;
- 6.3** where there is a risk that an investigation of the allegation may be compromised by the members presence in FICS events; or
- 6.4** it would be inappropriate for the member to continue to provide their services until the allegations are resolved.
- 6.5** Terminate membership.

In exercising these powers, the ExCo (or their delegate) must have due regard to procedural fairness, unless on reasonable grounds (such as an immediate risk to health and safety) it would not be appropriate to do so.

Public interest considerations will apply where the alleged conduct poses a risk to:

- 1) the safety of members of the public (including FICS customers or clients);
- 2) the integrity of data related to interested parties held by FICS;
- 3) a public venue;
- 4) the confidence of the public in FICS.