

	COLLEGE OF REGISTERED PSYCHIATRIC NURSES OF ALBERTA COUNCIL GOVERNANCE POLICY		
Policy Title:	CONFLICT OF INTEREST	Policy #	1.5
		Date Created	Dec 2016
		Date Revised	June 2017 March 2024

PURPOSE:

To ensure the affairs and business of CRPNA is conducted professionally, objectively and without interference, or the appearance of interference arising from the direct or indirect personal, professional or financial interests of the individuals involved in making decisions for the organization. *Council Members are in a position of protecting and maintaining a high degree of public trust and accountability, and are expected at all times to act in the best interest of the public and the profession.

POLICY:

1. Council Members shall disclose any actual, potential, real or perceived conflict of interest including but not limited to:
 - a) Any matter in which a reasonable person knowing the relevant facts would conclude that the Council/Committee members ability to act in the best interest of the CRPNA may be or appear to be compromised by an outside interest;
 - b) Any question in which the Council/Committee member or a member of her/his immediate family has a direct or indirect financial interest;
 - c) Any question affecting an organization of which the Council/Committee member is also a Council/Committee member;
 - d) When a member fails to disclose information that is relevant to a vital aspect of the affairs of the CRPNA; or;
 - e) Where information acquired in the course of performing CRPNA duties is used for personal gain.
2. All CRPNA Council/Committee members shall disclose any real or potential conflict of interest at the earliest opportunity, and shall annually sign a declaration of Conflict of Interest.
3. All Council/Committee members are responsible to raise issues of perceived conflict of interest of another Council or Committee member.
4. A Council/Committee member who abstains from participation due to conflict of interest is still included in determining quorum if they are present at the meeting.

PROCESS FOR RESOLUTION OF CONFLICT IN COUNCIL MATTERS

5. A Council member, who has an actual, potential or perceived conflict of interest with respect to a matter on the Council agenda, shall consult with the Chair and/or Chief Executive Officer at the earliest opportunity.



6. A Council member who has a conflict of interest shall recuse themselves from the discussion and the decision.
7. A Council member who has a conflict of interest with respect to a member of their family serving as a Council member at the same time shall not be in a position of greater authority or influence, input or decisions making power over the other family member.
8. If in the course of participating in Council business there is any doubt as to whether a conflict exists, the member must declare it to the Council for their consideration and vote, and accept the Council's decision as to whether a conflict exists.
9. A Council Member who has a conflict of interest shall:
 - a) Disclose the conflict;
 - b) Leave the room when the Council is discussing the matter; and;
 - c) Refrain from voting and/or influencing the vote on the matter.
10. Declarations of conflicts of interest shall be recorded in the minutes of the meeting.

*** Council Member refers to all appointed regulated members and appointed public members of Council**