

AMT Discipline Committee Terms of Reference

Revised on 15 April 2024

Purpose

The AMT Discipline Committee upholds the highest standards of professionalism, integrity, and ethical conduct among its members, staff and Board. Its purpose is to:

1. Monitor and ensure the compliance of AMT members with AMT rules, the AMT Code of Ethics and the AMT Code of Practice, encompassing all its professional standards.
2. Protect the public, ensuring that members' conduct and practices are aligned with the safety, dignity and rights of the public.
3. Maintain the integrity of the profession by addressing behaviours that undermine the profession's integrity or the public's trust.
4. Promote accountability and transparency by ensuring that members, staff and Board are held accountable for their actions in a manner that is equitable and consistent with the principles of natural justice and due process.
5. Educate and rehabilitate by identifying relevant educational resources and training about professional standards and ethics, and offering guidance that encourages positive behavioural change among members who have breached professional norms.

Composition

The AMT Discipline Committee consists of:

- A Chairperson from the Board, to be elected by the Committee
- Up to 4 additional AMT Board members
- Ideally, a member of the public.

At least fifty percent plus one of members of the Discipline Committee shall constitute a quorum. Business may be conducted electronically or via teleconference or at face-to-face meetings.

Committee members with a conflict of interest in relation to a complaint must declare their involvement and recuse themselves from the matter under consideration.

Frequency of Meetings

The Discipline Committee shall meet face-to-face, electronically or via teleconference to arbitrate on any formal complaints/matters brought before it. The Committee shall also meet at the call of the AMT Board and as needed to provide effective recommendations and oversight of relevant matters.

Responsibilities

Specific responsibilities of the Discipline Committee include:

1. Developing, monitoring and regularly reviewing AMT's complaints policy.
2. Monitoring and reporting on any changes in legislation referring to the conduct and practice of Massage Therapy.
3. Responding to and investigating complaints in a timely fashion.
4. Investigating internal complaints relating to the conduct of an AMT staff or Board member, in line with AMT's internal complaints policy.
5. Reporting the outcome of meetings to the AMT Board.
6. Making recommendations to the AMT Board on appropriate disciplinary actions under the terms of the AMT Constitution.
7. Maintaining comprehensive and accurate records of all matters/complaints.
8. Escalating matters of concern to the full Board, a Health Complaints Entity such as the Health Care Complaints Commission or the police as required.
9. Providing advice to the Board regarding changes to the AMT Code of Practice.