

---

---

## UNDERTAKING TO THE CCO REGISTRAR FROM NON-COUNCIL COMMITTEE CANDIDATE

College of Chiropractors of Ontario (CCO)

March 2019

---

---

**This document must be received by CCO by April 24, 2019.**

*Note to Candidates: **Initial** the box/boxes that apply. Leave blank box/boxes that do not apply and provide an explanation on a separate page.*

I, \_\_\_\_\_, candidate for non-Council Committee member undertake to the Registrar as follows:

1. (a) My **primary practice of chiropractic** is located in Ontario   
– **OR** –   
(b) I am not engaged in the practice of chiropractic and my **primary residence** is in Ontario
2. I am **not**:
- in default of payments of any fees prescribed by by-law or any fine or order for costs to CCO imposed by a CCO committee or court of law.
  - in default in completing and returning any form required by CCO.
  - the subject of a disciplinary or incapacity proceeding.
  - an employee, officer or director of any professional chiropractic association such that a real or apparent conflict of interest may arise, including but not limited to being an employee, officer or director of the AFC, OCA, CCA, CCPA, CCEB, CSCE or the Council on Chiropractic Education (Canada) of the FCC<sup>1</sup>.
  - an officer, director, or administrator of any chiropractic educational institution, including but not limited to, CMCC and UQTR, such that a real or apparent conflict of interest may arise.
  - a member of the Council or of a committee of the college of any other health profession.
3. If applicable, I have attached to this undertaking a copy of all letters of resignation from my position as an employee, officer or director of any professional chiropractic association or an officer, director or administrator of any chiropractic educational institution such that a real or apparent conflict of interest may arise.
4. If applicable, I have taken all reasonable and necessary steps to ensure I am not reflected in any documents or on any websites as an employee, officer or director of any professional chiropractic association or an officer, director or administrator of any chiropractic educational institution such that a real or apparent conflict of interest may arise.

---

<sup>1</sup> The effective date on which the candidate must not be an employee, officer or director of any professional chiropractic association, or an officer, director or administrator of any chiropractic educational institution such that a real or apparent conflict of interest may arise, is the date of appointment of non-Council Committee members. Copies of relevant letters of resignation must be filed with CCO, along with the candidate's nomination papers. The candidate should take all reasonable and necessary steps to ensure he/she is not reflected in any documents or on any websites as an employee, officer or director of any professional chiropractic association, or an officer, director or administrator of any chiropractic educational institution, such that a real or apparent conflict of interest may arise.

5. I undertake to maintain all confidentiality within the appointment process.
6. I have **not**:
- been disqualified from the Council or a committee of the Council in the previous three years.
  - served on Council for nine consecutive years without a full three-year term passing since I last served on Council.
  - been a member of the staff of the College at any time within the preceding three years.
7. A finding of professional misconduct, incompetence or incapacity has not been made against me in the preceding three years.
8. I undertake to attend CCO's Elections with Council and Orientation day on May 1, 2019. If I am unable to attend, I undertake to call in via Skype or an equivalent.
9. I confirm I have reviewed my active personal and business communications, including those on social media, and there is no current content that could embarrass CCO or give cause to consider that I am unable or unwilling to comply with CCO's mission, vision, values strategic objectives and by-laws, and the duty to be fair and impartial in all considerations.
10. If elected, I undertake to:
- review and comply with CCO's Code of Conduct, CCO Internal Policy I-015: Policy to Avoid Abuse, Neglect and Harassment and CCO's mission, vision, values and strategic objectives.
  - review CCO's orientation material and attend any relevant training workshop.
  - participate in CCO's Peer and Practice Assessment Program within six months of my election (if I have not already been peer assessed by that time).
  - participate as a member of a discipline panel if selected by the Chair of the Discipline Committee.
11. I confirm that if elected to Council, I have access to and agree to use the following confidential e-mail address for any and all CCO matters.
- \_\_\_\_\_
12. I **confirm** all the information in this undertaking is accurate, complete and true.
13. I further undertake to advise the Registrar forthwith of any change in the above-noted statements.
14. I understand it is an act of professional misconduct to fail to comply with an undertaking to the Registrar.

\_\_\_\_\_  
Candidate's Name

\_\_\_\_\_  
Candidate's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness' Name

\_\_\_\_\_  
Witness' Signature

\_\_\_\_\_  
Date