
UNDERTAKING TO THE CCO REGISTRAR FROM CANDIDATE

College of Chiropractors of Ontario (CCO)

January 2024

*Note to elected members of CCO Council: **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 CCO Council in District _____, undertake to the Registrar as follows:

1. (a) My **primary practice of chiropractic** is located in the electoral district for which I was nominated.
- OR –
- (b) I am not engaged in the practice of chiropractic and my **primary residence** is located in the electoral district for which I was nominated.
2. I am **not**:
- in default of payments of any fees prescribed by by-law or any fine or order to pay 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.
 - the subject of a finding of professional misconduct, incompetence or incapacity in the preceding six years.
 - the subject of an outstanding code of conduct matter with the College.
 - and have not been in the preceding three years, 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 OCA, CCA, CCPA, AFC, CCEB, CSCE, the Council on Chiropractic Education (Canada) of the FCC, CCRF or CNAC¹.
 - and have not been in the preceding three years, 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.
 - a member of the faculty of an accredited educational institution (except for District 7) for any district other than District 7, eligible for election in District 7, and have not been eligible for election in District 7 in the preceding three years (three year cooling off period effective on a go forward basis November 25, 2021).
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.

¹ 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 closing date of nominations and any time up to and including the date of the election (i.e., before the election results are known). 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 election process, including but not limited to, maintaining confidentiality with respect to which members voted or did not vote and/or submitted spoiled ballots.
 - review and comply with CCO’s provisions, including the Code of Conduct, CCO Internal Policy I-015: Policy to Avoid Abuse, Neglect and Harassment, Policy P-011: Conflict of Interest for Council and Committee Members, 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), and
 - participate as a member of a discipline panel or fitness to practise panel if selected by the Chair of the Discipline or Fitness to Practise Committee, unless I have a conflict of interest.

6. I have **not**:
 - been disqualified from the Council or a committee of the Council in the previous six years.
 - resigned from a position on Council, before completing my term, within the last three years and four months.
 - 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 six years.

8. I confirm that:
 - I have read the Competencies for Council and Committee Members and Peer Assessors,
 - I have read section 3(1) of the Health Professions Procedural Code, under the *Regulated Health Professions Act*, which prescribes the objects of the College,
 - I have reviewed my active personal and business communications, including those on social media, and there is no current content that could embarrass or harm the reputation of 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, and
 - I have access to and agree to use the following confidential e-mail address for any and all CCO matters:

9. I acknowledge that as a member of Council, my primary duty is to serve and protect the public interest.

10. I recognize that, if I were to resign from Council, it will not be properly constituted. Therefore, if elected, I undertake not to resign from Council without first giving 60 days written notice to the President and Registrar so that the Council can take steps to ensure that Council can remain properly constituted at all times.

11. I **confirm** all the information in this undertaking is accurate, complete and true.

12. I further undertake to advise the Registrar forthwith of any change in the above-noted statements.

13. 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