Interim Policy Manual

October 12, 2023
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01. **Code of Conduct at LSMS Meetings and Events**

It is the policy of the Louisiana State Medical Society (LSMS) that all attendees of LSMS hosted meetings, events and other activities are expected to exhibit respectful, professional, and collegial behavior during such meetings, events, and activities. Attendees should exercise consideration and respect in their speech and actions, including while making formal presentations to other attendees, and should be mindful of their surroundings and fellow participants.

**Reporting Violations of the Policy**

Any persons who believe they have experienced or witnessed conduct in violation of Policy 01, “Code of Conduct at LSMS Meetings and Events” should promptly notify the LSMS President and/or Executive Vice President who will forward the reported, and alleged, violation to the LSMS ad hoc Committee on Conduct. All reported violations of Policy 01, “Code of Conduct at LSMS Meetings and Events” will be investigated by the ad hoc Committee on Conduct. Each reported violation will be promptly and thoroughly investigated. Whenever possible, the ad hoc Committee on Conduct should conduct incident investigations on-site during the event. This allows for immediate action at the event to protect the safety of event participants. If this is not possible, the ad hoc Committee on Conduct may continue to investigate incidents following the event to provide recommendations for action to the Board of Governors.

Investigations should consist of structured interviews with the person reporting the incident (the reporter), the person targeted (if they are not the reporter), any witnesses that the reporter or target identifies, and the alleged violator. Based on this investigation, the ad hoc Committee on Conduct will determine whether a violation of the “Code of Conduct at LSMS Meetings and Events” has occurred.

**Committee on Conduct**

The LSMS President shall annually appoint 3-5 members of the Board of Governors to serve as the ad hoc Committee on Code of Conduct. The committee shall only meet if a potential issue related to a breach of the conduct policy has been alleged and will take all findings and recommendations to the Board of Governors for disciplinary action unless immediate action is required.

**Disciplinary Action**

If the ad hoc Committee on Conduct determines that a violation of the Code of Conduct at LSMS Meetings and Events has occurred, the committee may take immediate action to protect the safety of event participants, which may include having the violator removed from the LSMS meeting, event, or activity without warning or refund. Additionally, if the committee determines that a violation of the “Code of Conduct at LSMS Meetings and Events” has occurred, the committee shall report any such violation to the Board of Governors, together with recommendations as to whether additional commensurate disciplinary and/or corrective actions (beyond those taken on-site at the meeting, event, or activity, if any) are appropriate. The Board of Governors will review all incident reports, perform further investigation (if needed) and recommend any additional commensurate disciplinary and/or corrective action, which may include but is not limited to the following:

- Prohibiting the violator from attending future LSMS events or activities;
- Removing the violator from leadership or other roles within LSMS activities;
- Prohibiting the violator from assuming a leadership or other role in future LSMS activities;
- Notifying the violator’s sponsoring organization of the actions taken by LSMS;
- Removal from the membership rolls;
- Referral to law enforcement.
All proceedings of the ad hoc Committee on Code of Conduct should be kept as confidential as practicable. Reports, investigations, and disciplinary actions under Policy 01 Code of Conduct at LSMS Meetings and Events will be kept confidential to the fullest extent possible, consistent with usual business practices.

Authority Note: Approved as Action of the BOG September 12, 2023.

LSMS STATEMENT ON THE TERM “PROVIDER” (02)

02. The Louisiana State Medical Society (LSMS) opposes the use of the term “provider” as a substitute for the term “physician” or to imply non-physician clinicians are the equivalent of physicians. The generic terms “health care providers” or “providers” is inadequate to describe the extensive education and qualifications of physicians licensed to practice medicine in Louisiana.

Additionally, the LSMS in its official publications, discussions, announcements, communications, and documents, etc., will work to eliminate the use of the word “provider” when referring to non-physicians, instead referring to them more accurately by the educational degree(s) and titles that they obtained.

The LSMS acknowledges that the use of the term “provider” is acceptable when broadly used to mean a professional who directly provides health care services or to mean facilities or institutions which provide health care.

Authority Note: Approved as Action of the BOG September 12, 2023.