SPOKESPERSON POLICY
The AOCD has designated the current President to be the official spokesperson for the organization.

AOCD PRIVACY POLICY
The American Osteopathic College of Dermatology (AOCD) is committed to maintaining the privacy of the personal information of visitors to its site, including AOCD members. We will never sell members’ personal information, including addresses, telephone numbers, and email addresses. Our policies are designed to disclose the information collected and how it will be used. The terms of the privacy policy do not govern personal information furnished through any means other than this website (such as by telephone or mail). We will make every attempt to only provide professional office addresses of our members, since these can be obtained through internet searches.

Email Address and Other Personal Information
Personal information such as postal and email addresses that you provide to the AOCD through our website may be used internally for maintaining member records, marketing purposes and alerting customers or members of additional services available. Such information may also be provided to selected vendors that AOCD believes may have products or services of interest to our members. Phone numbers that you provide may also be used by the AOCD when questions about products or services arise. Registered site members have the ability to conduct a “Member Search” to obtain contact information of fellow members. Members may adjust settings in the “Edit Bio” area of the website to dictate which portions of their contact information should be available in the “Member Search” area.

Credit Card Information
All credit card transactions are conducted over a secure connection. Credit card information is not stored.

CME Activity Information
As part of our CME Program, we collect information to maintain a record of participation. We collect personal information, including your name, phone number and email address. We also collect responses to quizzes and tests to assess your understanding and performance. We may also collect information to assess the effectiveness of our programs, such as your achievement of the learning objectives, changes you plan to implement in your practice and your feedback on the course content and speakers.

Information Shared with Third Parties
We may share some of your identifiable CME data with AOCD-approved Third Parties of the CME Program. If you register for programs and request credit, we share your CME data with the Third Parties responsible for administering those activities. Your information may be shared with:

• Accrediting bodies external from the AOCD for which you seek credit.
• Credit card processing Third Party vendors for payment of registration fees.
• Any Maintenance of Certification program for which you register.
• Other service providers, if you wish to receive credit, with your permission.

Links
This site may contain links to other sites. The AOCD is not responsible for the privacy practices or content of such websites. Should you follow a link to another site, you are encouraged to review the privacy policy applicable to that website.

ANTITRUST COMPLIANCE POLICY
The antitrust laws of the United States and the various states prohibit agreements, combinations and conspiracies in restraint of trade. Because the American Osteopathic College of Dermatology (AOCD) and other trade and professional associations are, by definition, combinations of competitors, one element of a possible antitrust violation is generally present, and only some action by the association that unreasonably restrains trade generally needs to occur for there to be an antitrust violation. Consequently, associations are common targets of antitrust plaintiffs and prosecutors.
The consequences for violating the antitrust laws can be severe. A conviction can carry stiff fines for the association and its offending leaders, jail sentences for individuals who participated in the violation, and a court order dissolving the association or seriously curtailing its activities. The antitrust laws can be enforced against associations, association members, and the association's employees by both government agencies and private parties (such as competitors and consumers) through treble (triple) damage actions. As the principal federal antitrust law is a criminal conspiracy statute, an executive who attends a meeting at which competitors engage in illegal discussions may be held criminally responsible, even if he or she says nothing at the meeting. The executive's attendance at the meeting may be sufficient to imply acquiescence in the discussion, making him or her liable to as great a penalty as those who actively participated in the illegal agreement.

The antitrust laws prohibit competitors from engaging in actions that could result in an unreasonable restraint of trade. Above all else, association members should be free to make business decisions based on the dictates of the market—not the dictates of the association.

Some activities by competitors are deemed so pernicious and harmful that they are considered per se violations—it does not matter whether or not the activities actually have a harmful effect on competition; the effect is presumed. These generally include price fixing, allocation of customers, markets or territories, bid-rigging, and some forms of boycotts. In addition, there are many features that factor into price; agreements as to warranty duration, freight terms, or other factors that can directly impact price also are proscribed.

Other actions such as standards development, certification programs, and relationships between distributors and suppliers generally are evaluated under a rule of reason—there is a balancing between the pro-competitive and anti-competitive aspects of the activities; the pro-competitive effects must outweigh the anti-competitive ones. These areas also should be approached with caution and legal guidance.

AOCD has a policy of strict compliance with federal and state antitrust laws. AOCD members should avoid discussing certain subjects when they are together—both at formal AOCD membership, Board of Trustees, committee, and other meetings and in informal contacts with other industry members—and should otherwise adhere strictly to the following guidelines:

- **DO NOT** discuss prices, fees or rates, or features that can impact (raise, lower, or stabilize) prices such as discounts, costs, salaries, terms and conditions of sale, warranties, or profit margins. Note that a price-fixing violation may be inferred from price-related discussions followed by parallel decisions on pricing by association members— even in the absence of an oral or written agreement.

- **DO NOT** agree with competitors as to uniform terms of sale, warranties or contract provisions.

- **DO NOT** exchange data concerning fees, prices, production, sales, bids, costs, salaries, customer credit, or other business practices unless the exchange is made pursuant to a well considered plan that has been approved by AOCD's legal counsel.

- **DO NOT** agree with competitors to divide up customers, markets or territories.

- **DO NOT** agree with competitors not to deal with certain suppliers or others.

- **DO NOT** try to prevent a supplier from selling to your competitors.

- **DO NOT** discuss your customers with your competitors.

- **DO NOT** agree to any association membership restrictions, standard-setting, certification, accreditation, or self-regulation programs without the restrictions or programs having been approved by AOCD's legal counsel.
DO insist that AOCD meetings that have agendas are circulated in advance and that minutes of all meetings properly reflect the actions taken at the meeting. All AOCD meetings generally should have written agendas prepared and circulated in advance.

DO leave any meeting (formal or informal) where improper subjects are being discussed. Tell everyone why you are leaving.

DO ensure that only AOCD staff sends out all written and electronic correspondence on behalf of AOCD and that AOCD officers, directors, committee members, or other members do not hold themselves out as speaking or acting with the authority of AOCD when they do not, in fact, have such authority.

DO ensure that if questions arise about the legal aspects of AOCD’s activities or your individual responsibilities under the antitrust laws, you seek advice and counsel from your own counsel or from the staff and counsel of AOCD.

Any questions about AOCD’s antitrust policy should be directed to AOCD’s Executive Director or legal counsel.

CODE OF ETHICS
The AOCD subscribes to, abides by and adopts by reference the Code of Ethics of the American Osteopathic Association as revised from time to time and requires adherence thereto by its members.

CONFLICT OF INTEREST POLICY STATEMENT
The American Osteopathic College of Dermatology has adopted a policy statement regarding conflicts of interest. The AOCD administrative officers, elected officers, trustees and appointed committee chairs and committee members are required to comply with the conflict of interest policy. The policy specifically requires that trustees, officers and employees not use their respective positions with the AOCD to derive direct or indirect financial profit from or otherwise utilize a position with the AOCD to achieve an unfair advantage in issues involving another entity with which they are involved as a board member, officer, employee or in which they have a substantial financial investment. Therefore, any officer, trustee and other appointed officer must submit conflict of interest statement to the AOCD on an annual basis and is expected to update the statement should circumstances change. The key point to addressing conflicts of interest is full disclosure of any relationships that could present a conflict of interest.

AOCD CME will identify relevant financial relationships prior to awarding AOA Category 1A and/or AMA PRA Category 1 Credit™ for CME activities. All persons in a position to influence or control CME content (course directors, program planning committee members, speakers, authors, and staff) will complete a standardized disclosure form. Information about funding will be requested to identify CME activities at higher risk for commercial bias.

In accordance with the ACCME’s Standards for Commercial Support of Continuing Medical Education, the Policy on Collection of Financial Relationships and Resolution of Conflicts of Interest (COI) exists to provide guidance for staff, instructors, planners, reviewers and managers of CME activities sponsored by The American Osteopathic College of Dermatology, (AOCD). This policy addresses the underlying philosophy of disclosure to learners, mechanisms to collect disclosure information and the parties from whom financial disclosure shall be collected, the mechanisms to resolve COI, and requirements to make disclosure to learners prior to the start of an activity.

DISSOLUTION OF CORPORATION
The Board of Trustees of the American Osteopathic College of Dermatology discussed the Dissolution Clause on August 5, 2017 stated within the articles of incorporation of the AOCD and voted that in the event of the dissolution of the American Osteopathic College of Dermatology, any funds remaining after all obligations have been met shall go to the Foundation for Osteopathic Dermatology, a 501c3 Not For Profit Organization, tax ID# 81-0593046 duly incorporated in the State of Missouri.
EQUAL OPPORTUNITY POLICY
The American Osteopathic College of Dermatology, an affiliate of the American Osteopathic Association, is a growing organization dedicated to promoting the practice of dermatology on a national level. The AOCD is the organization responsible for Residencies and Continuing Medical Education nationwide. We are committed to providing up-to-date information and instruction for our members. It is the policy of the AOCD to provide equal employment opportunities and equal membership opportunities to all individuals without regard to race, color, religion, national origin, sex, marital status, age, physical or mental disability or any other protected status.

MEETINGS
January 26, 2019, the Board of Trustees voted that BOT, CME committee and Program chair will not be speakers for Product Theaters held at AOCD conferences due to conflict of interest. Planners for conferences, should be a committee effort, not left up to 1 person. The immediate past program chair, current program chair and future program chair and 2 additional members shall work to develop the content of the meetings. This will allow for continuity. The current prescribed Program chair assignments will be maintained.

SOCIAL MEDIA POLICY
AOCD Members who participate in Social networking sites are encouraged to act responsibly in their communication and regularly track their on-line presence. Members should protect confidential information, the privacy of patients, colleagues, and copyright and fair use laws. AOCD Members are encouraged to review and follow the American Medical Association’s Policy on “Professionalism in the Use of Social Media” which was adopted for use November 2010. The Internet has created the ability for medical students and physicians to communicate and share information quickly and to reach millions of people easily. Participating in social networking and other similar Internet opportunities can support physicians’ personal expression, enable individual physicians to have a professional presence online, foster collegiality and camaraderie within the profession, provide opportunity to widely disseminate public health messages and other health communication. Social networks, blogs, and other forms of communication online also create new challenges to the patient-physician relationship. Physicians should weigh a number of considerations when maintaining a presence online:

1. Physicians should be cognizant of standards of patient privacy and confidentiality that must be maintained in all environments, including online, and must refrain from posting identifiable patient information online.
2. When using the Internet for social networking, physicians should use privacy settings to safeguard personal information and content to the extent possible, but should realize that privacy settings are not absolute and that once on the Internet, content is likely there permanently. Thus, physicians should routinely monitor their own Internet presence to ensure that the personal and professional information on their own sites and, to the extent possible, content posted about them by others, is accurate and appropriate.
3. If they interact with patients on the Internet, physicians must maintain appropriate boundaries of the patient-physician relationship in accordance with professional ethical guidelines, just as they would in any other context.
4. To maintain appropriate professional boundaries physicians should consider separating personal and professional content online.
5. When physicians see content posted by colleagues that appears unprofessional they have a responsibility to bring that content to the attention of the individual, so that he or she can remove it and/or take other appropriate actions. If the behavior significantly violates professional norms and the individual does not take appropriate action to resolve the situation, the physician should report the matter to appropriate authorities.
6. Physicians must recognize that actions online and content posted may negatively affect their reputations among patients and colleagues, may have consequences for their medical careers.
(particularly for physicians-in-training and medical students), and can undermine public trust in the medical profession. (I, II, IV)

TELEPHONE ADVICE
The public, through the use of internet search engines, will often times come across the AOCD website and view it as a source of medical information. The AOCD office routinely receives telephone calls from the general public asking questions regarding conditions and medications.

It is the recommendation of the American College of Osteopathic Dermatology Board of Trustees that staff members do not provide ANY medical advice via the telephone. AOCD Staff should be instructed to help the caller locate a Board Certified Dermatologist in their area using the AOCD's “Find a D.O.” page on the website. At no time should staff attempt to offer medical advice and staff should clearly state to the caller staff is not qualified to offer such advice. Individuals describing potential life or limb threatening emergencies should be instructed to call 9-1-1 or seek emergency care.

TRADEMARK POLICY USE
Fellow Members in good standing with the AOCD who wish to display the AOCD logo on their practice webpage shall sign and follow the Trademark Agreement drafted by the AOCD along with Joshua Prober, JD of the American Osteopathic Association.

Upon termination of membership in the AOCD, whether such termination is voluntary or by action of the AOCD Board of Trustees, Member shall cease and desist from all further use of the Marks.

WHISTLEBLOWER POLICY
This Whistleblower Policy of the American Osteopathic College of Dermatology (AOCD) encourages staff and volunteers to come forward with credible information on illegal practices or serious violations of adopted policies of the College; specifies that the College will protect the person from retaliation; and identifies where such information can be reported.

1. Encouragement of Reporting
The College encourages complaints, reports, or inquiries about illegal practices or serious violations of the College’s policies, including illegal or improper conduct by the College itself, by its leadership, staff, or by others on the College’s behalf. Appropriate subjects to raise under this policy would include financial improprieties, accounting, or audit matters, ethical violations, or other similar illegal or improper practices or policies.

2. Protection from Retaliation
The College prohibits retaliation by or on behalf of the College against staff or volunteers for making good faith complaints, reports, or inquiries under this policy or for participating in a review or investigation under this policy. This protection extends to those who allegations are made in good faith, but prove to be mistaken. The College reserves the right to discipline persons who make bad faith, knowingly false, or vexatious complaints, reports, or inquiries or who otherwise abuse this policy.

3. Where to Report
Complaints, reports, or inquiries may be made under this policy on a confidential or anonymous basis. They should describe in detail the specific facts demonstrating the bases for the complaints, reports, or inquiries. They should be directed to the College’s executive director or president; if both of those persons are implicated in the complaint, report, or inquiry, it should be directed to the vice president/treasurer. The College will conduct a prompt, discreet, and objective review or investigation. Staff or volunteers must recognize that the College may be unable to fully evaluate a vague or general complaint, report, or inquiry that is made anonymously.
Trademark Usage Agreement
American Osteopathic College of Dermatology

This Trademark Usage Agreement (the "Agreement") is effective as of the day of [insert date], 20[insert year], and is entered into by and between the American Osteopathic College of Dermatology (Vendor) a Not For Profit Organization, with its principal place of business located at, 2902 North Baltimore Street, Kirksville, Missouri, and ______________________ (Member) who is affiliated with the organization as an AOCD Fellow member.

(For clarification purposes, the term ‘member’ refers to AOCD Fellow Member from this point forward)

WHEREAS, The AOCD Fellow Member desires to have the trademark(s) and/or logo(s) (collectively, the “Marks”) of the American Osteopathic College of Dermatology placed upon Member’s practice webpage and Vendor desires to grant Member a limited use license to use the Marks for this purpose providing the member is in good standing with the American Osteopathic College of Dermatology.

NOW, THEREFORE, in consideration of the promises contained herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

AOCD hereby grants to Members the limited, non-exclusive and non-transferable right and license (without any right or power to sub-license) to use Vendor’s Marks for the sole purpose of placement on member’s practice website page. The Marks shall not be used by Members for any other purposes.

The Member shall provide a link to the American Osteopathic College of Dermatology’s web page near the placement of organization mark/logo. [www.aocd.org]

The Marks shall not be used by Members for any other purposes.

Member hereby acknowledge AOCD is the owner of all right, title and interest in and to the Marks and shall not do any act which impairs the same. Members shall not represent that Members have any ownership or other rights in the Marks and acknowledge that Members use of the Marks will not create in Members’ favor any right, title or interest in or to the Marks.

This license agreement shall expire upon the earlier date of [DATE] or upon termination of membership in the AOCD, whether such termination is voluntary or by action of the AOCD Board of Trustees. Upon such expiration, Member shall cease and desist from all further use of the Marks.

The parties intend and agree that a copy or facsimile of this Agreement with their signatures thereon, shall be treated as an original, and shall be as binding, valid, genuine, and authentic as an original-signature document for all purposes.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first set forth above.

AOCD (Vendor)  ______________________ (Member)
By:  By:
Name:  Name:
Title:  Title: