

GENERAL POLICIES AND PROCEDURES

MISCELLANEOUS

1. The RMDS Conflict of Interest Disclosure Statement must be filled out by every RMDS Executive Board Member, Committee Member, other Board-designated Council or Committee members, and staff who hold a director, chair or liaison position. The RMDS Disclosure Statement shall be submitted annually and updated as often as necessary to RMDS. Providing the information requested herein is prerequisite to participation by Executive Board Members, Committee Members, other Board-designated Council or Committee members, and staff who hold a director or liaison position. Refusal to provide the requested information or providing incomplete or inaccurate information may result in sanctions or dismissal by RMDS.

 2. Material created by an individual or individuals specifically for use by RMDS or a RMDS Council or Committee becomes the property of RMDS unless a written agreement is executed between RMDS and the individual(s) involved, prior to initiating development or creation of the materials, stating that the rights to the property are to be retained by one or more of the individuals named in the agreement.

 3. RMDS will not be held responsible for late, damaged or misdirected mail.

 4. Editorial messages in RMDS newsletters should not be changed, by members of the Executive Board or members of RMDS staff, unless there may be a legal issue with the content.

 5. Agreements or contracts between RMDS and clinicians or presenters, hired to conduct RMDS programs or events, will include a standard code of conduct statement.
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