



# Neurocritical Care Society

## LEADERSHIP CODE OF CONDUCT

---

**Contributors:** Michael Rubin, MD, MA; Jordan Bonomo, MD; Barak Bar, MD; Edward Collins, NP; Salvador Cruz-Flores, MD; Rachel Garvin, MD; Scott Glickman, PhD, DO, MPH; Jonah Grossman, MD; Galen Henderson, MD; Tom Lawson, NP, NCC; Dea Mahanes, CCNS, CCRN, CNRN, RN, MSN; Jessica McFarlin, MD; Sarah Monchar, PA; Harry Peled, MD, FACC; James Szalados, MD, JD, MBA.

Having been selected by my peers to serve as an Officer, on the Board of Directors or as a Committee Chair or Committee member of the Neurocritical Care Society (NCS, also referred to as Society) and being fully aware of the high honor bestowed upon me, I am designated as a Society “Leader” and pledge to adhere to the following Code of Conduct. Violations of the Leadership Code of Conduct (LCOC) may warrant evaluation per the Disciplinary Code depending on the egregiousness of the action.

### VIRTUES OF LEADERSHIP

1. My role as a leader is not a right that I have earned, but a privilege bestowed by my colleagues to allow me to serve them and our mission. I am the servant of the NCS members, not their master. I pledge to advocate for the welfare of our Society and its members.
2. I will lead by example knowing that the Society’s staff and other volunteers will be affected by the culture I help create. I pledge to always be an example of dedication, integrity, professionalism, and frugality for staff and other volunteers.
3. In order to fulfill my fiduciary responsibility to the membership, I must be fully knowledgeable about the Society. I pledge that I will read and understand the bylaws, policies, financial reports, committee reports, meeting agendas and supporting documents pertaining to my role in the NCS leadership. I will devote the time necessary to contribute to meetings and conference calls.
4. I understand that it is a violation of my fiduciary responsibility to the membership to appropriate to myself opportunities that rightfully belong to the Society as a whole or to other members of the Society.
5. In performing my responsibilities for NCS and in all NCS activities in which I participate, I shall conduct myself in such a manner that brings respect and honor to our Society. I pledge I will be an enthusiastic advocate, cheerleader and booster of the NCS.
6. Much of the success of the NCS will depend on group dynamics. As such, I shall welcome diverse points of view and feel free to disagree without being disagreeable. I will discuss issues, not personalities and I will avoid ad hominem attacks on my colleagues.
7. I understand that a leadership position is my opportunity to make a lasting contribution to

my Society, to the Neurocritical care community it represents and to the membership. I pledge that I will work to leave the Society better, stronger and more fiscally sound than I found it at the start of my service.

8. I will avoid interactions with other members or NCS guests that might constitute sexual harassment and will use my leadership position to promote equanimity and collegiality among NCS members, guest and colleagues.

### **CONFLICT OF INTEREST**

1. I agree to annually disclose in writing any potential or actual conflict of interest or any financial relationship exceeding \$500 to the Secretary of the Society.
2. In the event a Leader's NCS duties come into conflict with such interests, they must so declare to the Committee or other body on which they are serving and recuse themselves from voting on the relevant matter.
3. I understand that the President and the Chair of the NCS Ethics Committee will jointly review all disclosures of potential and actual conflicts of interest at the annual meeting. If in their view a Leader has not adequately recused themselves voluntarily from a situation in which there is a conflict of interest, they will first bring it to the attention of the Leader and if still unresolved will follow the process described in the Disciplinary Policy.

### **SELF-REPORTING**

1. I agree to self-report any significant sanction or violation of law to the President that they believe may violate the Code of Professional Conduct or the Leadership Code of Conduct.
2. I understand that voluntary self-reporting will be taken into account if the Disciplinary Policy is activated.

### **BOARD MEMBERS and OFFICERS ONLY**

1. I have a fiduciary responsibility to the membership to oversee the finances of the NCS. I pledge that I will make myself aware of Society non-profit accounting principles, read and understand the Society's financial reports, and obtain any information I need from the staff to fulfill this obligation.
2. I understand that funds contributed to NCS through the dues of members and by other donors shall be used to further the mission of NCS, and not for personal benefit of the members of the Board. I understand that the expenditure of funds on luxuries for Board Members for travel, meals, accommodations, gifts and other special perks is not permitted.
3. Meetings of the Board of Directors shall presume transparency and full disclosure; however, there may be issues discussed at Board meetings, which could be damaging to individuals or the Society if publically disclosed. These items will be discussed in a confidential executive session. If clarification is required, I will seek the counsel of the President or other Board member; alternatively, I will seek the confidential advice of the Chairs of the NCS Ethics Committee regarding the ethics of disclosure.
4. I understand that anti-trust violations could cause great harm to the Society and to individual

Board members. I pledge that I will not participate in any action, meeting or discussion that I believe could, or have been advised by staff or Society counsel give the appearance of being a potential anti-trust violation.

5. It is the Board's responsibility to set the strategic direction for the NCS, to establish policies relating to ends, means and executive limits, to allocate resources and monitor financial performance, and to hire and oversee the chief staff executive. I pledge I will devote myself to helping the Board fulfill these strategic responsibilities.

Name (printed): \_\_\_\_\_

Signature: \_\_\_\_\_

Dated: \_\_\_\_\_