



HEARING AID AUDIOLOGY SOCIETY OF AUSTRALIA LIMITED

RULES

Peer Review and Ethics Process

**Rules made by Board of Directors pursuant to the Constitution of Hearing Aid
Audiology Society of Australia Limited
Published the 17th day of November 2018**

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PEER REVIEW AND ETHICS PROCESS

1. A Peer Review Committee will be formed as required and determined by the Board of Directors and consist of a minimum of three (3) Members made up of;
 - a) one (1) Board of Directors member as the Chair; and
 - b) two (2) Full members of the Society
 - c) Company solicitor if necessary, as determined by the Board of Directors

2. Complaints may be made by any person to the HAASA Secretariat to be forwarded to the Board of Directors.
 - 2.1 The complaint must be in writing and include as much specific detail about the nature of the question/s or may request an opinion from the Peer Review Committee regarding a dispute, a perceived breach of HAASA Code of Ethics or professional behavior which is deemed to have the potential to bring the Society and by extension, its members, into disrepute.
 - 2.2 Upon receipt of a complaint, the Board of Directors will nominate a Chairperson who will convene a Peer Review Committee in a timely manner not exceeding two (2) weeks
 - 2.3 The Peer Review Committee will make any necessary enquires, undertake any research or take any action in the performance of its duties to clarify the facts. The member under review will be sent a copy of the initial compliant and be offered the opportunity to make a written response.
 - 2.4 The Peer Review Committee does not have power to enter, demand records or responses however; it may utilize the services of consultants.
 - 2.5 The Peer Review Committee will respect the confidential integrity of all participants associated with the enquiry with informed, written consent being obtained in such cases where direct contact with a client is required.

2.6 The Peer Review Committee will act with due diligence and with an economy of time and efficiency. Every effort is to be made to conclude proceedings within one calendar month from inception.

2.7 The Peer Review Committee is to formulate, in writing, a report to the Board of Directors which will include any recommendations it feels appropriate having considered all relevant factors, any extenuating circumstances, comparable cases and applicable industry standards. The report is to be succinct, unbiased and factual.

3. The Peer Review Committee may recommend;

3.1 The member under review has no case to answer and no further action is required

3.2 The member under review has breached the Code of Ethics of HAASA and/or one or more of its standards with negotiated reparation to be made to the applicant

3.3 The member under review has breached the Code of Ethics of HAASA and/or one or more of its standards resulting in action against the member to be taken by HAASA

3.4 The member under review may have breached a law of the jurisdiction or other authority and the matter be referred to the appropriate authorities for further consideration.

4. A majority decision of the Peer Review Committee members shall be binding whole on the committee and the Chairperson

5. At the conclusion of the Peer Review Committee deliberations, the Chairperson will send a copy of the report to the Board of Directors for final consideration, who upon there deliberation return the report to the Peer Review Committee with its final recommendation of approval or requesting the committee to review its decision or seek further information or advice before the committee through the Board of Directors forwards a copy to the applicant and to any legal or authorized interested party within one week of it being written.

6. Refusal by a member to accept and co-operate with investigation by the Peer Review Committee will be subject to the recommendation to the Board of Directors that his/her membership be terminated. The Board of Directors will be obliged to accept the recommendation.