

**CONGRESS OF NEUROLOGICAL SURGEONS (CNS)
CODE OF CONDUCT
FOR CNS MEETINGS AND EVENTS**

POLICY

Consistent with the Code of Ethics for professional conduct that has been adopted by the CNS, it is the policy of the CNS that all Participants of CNS Events, as defined below, are expected to exhibit respectful, professional, and collegial behavior during such CNS Events. Participants should exercise consideration and respect in their speech and actions, including while making formal presentations to other Participants, and should be mindful of their surroundings and fellow Participants.

Participants of CNS Events shall not engage in any behavior that will undermine or interfere with the goals and purposes of the event including, but not limited to:

- A. The use of offensive or insensitive language or behavior;
- B. The use of denigrating comments based on race, national or ethnic origin, color, religion, age, sex, sexual orientation, gender or disability; or
- C. Harassment, threatening behavior or similar intimidation, or assault of other Participants.

The CNS is committed to zero tolerance for Harassment at all CNS Events. Further, retaliation for reporting in good faith behavior or information that a Participant reasonably believes is a violation of this Policy is strictly prohibited. Any reports will be promptly investigated. To the fullest extent possible, the CNS will keep reports and the terms of their resolution confidential.

This Policy is effective June 26, 2021.

Definitions

“CNS Event” is defined as a CNS-hosted meeting, event, or other CNS-hosted event-related activities, including for example an annual meeting, live course, or committee meeting, and other events sponsored, hosted, or overseen by the CNS. “CNS Event” does not include patient care encounters or other clinical healthcare events involving a CNS member physician.

“Harassment” is defined as engaging in a course of vexatious comments or conduct that is known or ought reasonably to be known to be unwelcome or offensive, and that is based on race, national or ethnic origin, color, religion, age, sex, sexual orientation, gender, or disability, or any other basis proscribed by law.

Sexual harassment also constitutes Harassment for purposes of this Policy, and is defined as:

- making unwelcome sexual advances, requests for sexual favors, or other verbal, physical, or visual conduct of a sexual nature; and
- conduct of a sexual nature that has the effect of creating an intimidating, hostile or offensive environment for a Participant, or otherwise unreasonably interfering with an Participant’s

participation in the CNS Event or, in the case of CNS staff, unreasonably interfering with such individual's work performance.

“Participant” is defined as an attendee, vendor, guest, or individual involved in a CNS Event.

OPERATIONAL GUIDELINES

The CNS will implement and maintain mechanisms for reporting, investigation, and enforcement of this Policy, as follows:

Reporting Violations

In the event of a medical emergency or threat of immediate harm, Participants should first call 911.

Any Participant who believes they have experienced or witnessed conduct in violation of this Policy during any CNS Event should promptly notify the CNS through submission of an online complaint form. The online complaint form will be located on the CNS's website and in materials distributed at CNS Events. Reports must be made within thirty (30) days of the alleged violation.

Please note that situations unrelated to CNS Events should not be reported as described herein. In particular, patient concerns about a physician's medical care should be reported to the state medical board or other appropriate authority. Potential criminal matters should first be reported to appropriate authorities (e.g. police).

Investigations

All reported violations of this Policy will be reviewed and investigated by a CNS Officer or the CNS Officer's designee. Based on this investigation, the CNS Officer will determine whether the reported violation of this Policy has been substantiated, is unsubstantiated, or a determination cannot be made. Substantiated reports of violations of this Policy will be referred to the CNS Professional Conduct Committee for remedial action as discussed below.

To the extent appropriate, the CNS will endeavor to keep reports, investigations and any findings related thereto confidential. However, all reported violations of this Policy, and the outcomes and files of investigations by the Conduct Liaison, will be transmitted to the CNS's Human Resources Department for preservation purposes.

Remedial Action

If the CNS Officer or designee determines that a violation of this Policy has likely occurred, the CNS Officer may take immediate action to protect the safety of Participants, if necessary, which may include having the violator removed from the CNS Event without warning or refund. Additionally, within three (3) months following the complaint, the CNS Officer shall report any such violation to the CNS's Professional Conduct Committee together with any recommendations

as to whether additional remedial actions (beyond those taken on-site at the CNS Event, if any) are appropriate.

The Professional Conduct Committee will review all investigation reports, perform further investigation, if needed, and in consultation with the CNS Executive Committee or other resources, if necessary, determine any appropriate additional commensurate remedial action, which may include, for example:

- Prohibiting the violator from attending future CNS Events;
- Removing the violator from leadership or other roles in the CNS;
- Prohibiting the violator from assuming a leadership or other role in the CNS;
- Revoking the violator's membership in the CNS;
- Notifying the violator's employer and/or sponsoring organization;
- Referral to law enforcement.

The Professional Conduct Committee and/or Executive Committee may, but is not required to, confer with the Chief Executive Officer of the CNS and/or legal counsel prior to making final determinations regarding remedial action pertaining to Members of the CNS. The Chief Executive Officer of the CNS and legal counsel shall in all cases be consulted regarding remedial action pertaining to vendors and guests. Consequences for violations of this Policy will be commensurate with the nature of the violation(s).

All proceedings of the CNS Professional Conduct Committee regarding reported violations of this Policy should be kept as confidential as practicable. Reports, investigations, and disciplinary actions under this Policy will be kept confidential to the fullest extent possible, consistent with usual business practices.

Assent to Policy

As a condition of attending and participating in any CNS Event, each Participant will be required to acknowledge and accept this Policy, and all Participants are expected to conduct themselves in accordance with this Policy. Additionally, individuals elected or appointed to a leadership role in the CNS will be required to acknowledge and accept this Policy.