



ATMS OFFICIAL POLICIES

As well as complying with the ATMS Code of Conduct, all ATMS Accredited, Student and Associate members are required to comply with official ATMS Policies as determined by the ATMS Board of Directors.

The following are the official ATMS Policies in effect as at June 2013. All ATMS members must comply with these Policies. Additionally ATMS members must ensure that any staff they employ are aware of these Policies, and also comply with these Policies wherever applicable.

Internal Examinations

As the practice of natural medicine does not in any of its forms require an internal examination, any internal examination by a member, even if the patient consents, is regarded as indecent assault which is a criminal offence.

Breast Massage

It is the ATMS policy that members do not massage the mammary glands of patients, and that only professional techniques be applied to surrounding tissue.

Ingestion of Essential Oils

Suitably qualified practitioners may prescribe the ingestion of essential oils providing the essential oils are combined with other non-essential oil ingredients which are included for therapeutic use and the product is listed or registered on the TGA ARTG. The prescribed level of essential oil should be regarded as safe. That is the level of prescribed oil should be less than the maximum levels established by the Australian National Drugs and Poisons Scheduling Committee.

Health Fund Receipts

Under no circumstances may an ATMS member use someone else's membership number for purposes of issuing receipts for health fund rebate. All information provided on a receipt must be completely true and correct. ATMS members are required to take all reasonable steps to ensure that receipts for their services are not improperly issued.

Continuing Professional Education Program

All Accredited members must fully participate in the ATMS CPE program. This is a requirement even if the member is not currently in active practice. Accredited members' CPE activities are subject to a yearly audit. If audited, a member must provide satisfactory evidence that applicable Continuing Professional Education activities were

undertaken. Details of the CPE program are found on the ATMS website www.atms.com.au.

Use of the Title 'Doctor'

ATMS requires practitioners (who are not registered medical practitioners) who choose to adopt the title "Dr" in advertising, whether or not they hold a Doctorate or PhD, make it clear that they do not hold a registration as a medical practitioner. In advertising the title of "Doctor" or "Dr" the full title of the doctoral qualification must be provided whenever the title is used. For example: Doctor Mary Jones (Doctor of Philosophy).

Patient Confidentiality

Members are required to abide by Australian Privacy Laws. Wrongful disclosure of personal information in respect to a patient by a member of the Society, or a member of his or her staff, is considered to be a serious breach of the Society's Code of Conduct and its Constitution. Information to help members comply with their Privacy obligations is available on the ATMS website and from the ATMS Office.

Students Practising

Student members may not practise outside of supervised clinical practicum. As students are not fully qualified nor completely trained, they pose a risk to the public and therefore to the interests of the profession and the Society.

Occupational Health and Safety

It is the ATMS Policy that members will be aware of and comply with all the applicable Occupational Health and Safety requirements to their practice.

Online Audio-Visual Consultations

While face to face is preferred, financial members in Counselling, Herbal Medicine, Homoeopathy, Naturopathy and Nutrition can provide online audio-visual consultations. Please refer to ATMS' Online Audio-Visual Consultation Policy.

A failure by an ATMS member or a member of their staff to comply with any of the above policies is a breach of the ATMS Code of Conduct, and sanctions, including termination of ATMS membership, may be imposed by the ATMS Complaints Committee.