

## BYLAWS COUNCIL ON CHIROPRACTIC ORTHOPEDICS

### ARTICLE I            NAME

This organization shall be known as the Council on Chiropractic Orthopedics of the American Chiropractic Association, Inc. and shall be abbreviated as CCO-ACA (hereinafter referred to as the Council).

### ARTICLE II            OBJECT

Sec. 1. It shall be the object of this Council to promote standardized postdoctoral study of chiropractic orthopedics, to sponsor seminars on chiropractic orthopedics, to disseminate educational material to its members, to encourage improved interprofessional and intraprofessional relations and to share knowledge with all doctors of chiropractic for the benefit of the public and the profession.

Sec. 2. The Council recognizes the American Board of Chiropractic Orthopedists (ABCO) as a certification body for chiropractic orthopedics. The CCO executive board may recognize other equivalent certification agencies in chiropractic orthopedics or its subsidiary colleges.

Sec. 3 The Council recognizes the Academy of Chiropractic Orthopedists (ACO) as a voluntary re-credentialing body for board certified chiropractic orthopedists and its designation Fellow of the Academy of Chiropractic Orthopedists (FACO).

Sec. 4 The Council may have, as approved by the CCO executive board and ACA, subsidiary organizations known as colleges, having specific interests within chiropractic orthopedics.

### ARTICLE III            MEMBERSHIP

Sec. 1 Member. Any licensed Doctor of Chiropractic who is a member in good standing of the American Chiropractic Association shall be eligible for membership in the Council.

Sec. 2            Board Certified. Any member of the Council who meets the educational requirements and demonstrates proficiency through examination as prescribed by the American Board of Chiropractic Orthopedics or its equivalent as determined by the council shall be eligible for Board Certified status in the Council. This category includes Diplomate and / or Fellow designated orthopedists.

Sec. 3 Student Member. A chiropractic college student who is a member in good standing of the ACA shall be eligible for student membership in this Council, but may not vote or hold elected office.

Sec. 4 Honorary Membership. Honorary membership may be granted at the discretion of the officers of the Council to key individuals upon unanimous vote of the Council Executive Committee. An honorary member who is a doctor of chiropractic has all the privileges of the Council except voting and holding elected office. A lay person who is granted membership has no Council membership privileges. There are no dues payments or assessments levied against honorary members.

Sec. 5            Retired Member. Any Doctor of Chiropractic who has been a member of the Council for

ten (10) years or more and who has retired from all active practice, shall be eligible for Retired Member status, providing all rights and privileges of full membership.

Sec. 6 Associate Membership. Associate membership in the Council may be granted to the following, who shall also be Associate ACA Members:

- A. Chiropractic College faculty members.
- B. Doctors of chiropractic practicing within or for a military treatment facility through the Department of Defense or Veterans Administration Healthcare Facility.
- C. Annual dues for Associate Members shall be determined by a majority vote of the Executive Committee of the Council due and payable on or before October 1st of each year.
- D. Associate Members have all the privileges of Council membership except voting and holding elected office.

Sec. 7. Supporting Membership. Supporting membership may be granted to the following:

- A. Suppliers of professional products and service.
- B. Supporting members will be given special consideration in regards to advertising in orthopedic publications and booth space at conventions and educational seminars.
- C. Supporting members have all the privileges of Council membership except voting and holding elected office.
- D. Annual dues for supporting members shall be determined by a majority vote of the Executive Committee of the Council, due and payable on or before October 1st of each year.

Sec. 8. Life Membership

- A. May be granted to Doctors of Chiropractic who have been members in good standing for at least the last ten consecutive years and are at least 70 years of age and actively practicing, by unanimous vote of the Executive Committee.
- B. Life members have all the privileges of the Council, except holding elected office.
- C. Annual dues for life members who are at least 70 years of age are fifty percent (50%) of the general membership dues. This fee may be changed by a majority vote of the Executive Committee of the Council.
- D. Any General Member, who in the opinion of the Executive Committee has provided outstanding and/ or meritorious services to the Council.

Sec. 9. Applications. All Applications for membership in the Council on Chiropractic Orthopedics shall be in writing on a form provided by the Executive Board and shall be accompanied by a nonrefundable application fee and the dues for the fiscal year, which will be returned if the application is not accepted. The application fee for membership is \$15.00.

Sec. 10. Dues. The annual dues of this Council for membership shall be decided by majority vote of the Executive Board of this Council.

Dues are payable on October 1 and will be considered delinquent if not received by January 1, the closing date of inclusion in the Council membership directory. New membership applications and applications for reinstatement of delinquent memberships received after July 1 will be applied to membership for the next fiscal year.

Sec. 11. Reinstatement. Doctors who drop their membership in the Council can be reinstated upon payment of reinstatement fee and current dues then in effect as determined by the Council Board. To be reinstated the doctor also has to furnish evidence of current ACA membership.

Sec. 12. Conduct of Members. Conduct of members of this Council must conform to the Standards of Ethical Conduct for Members of the Council on Chiropractic Orthopedics and the Code of Ethics of the American Chiropractic Association.

#### ARTICLE IV OFFICERS

Sec. 1. Officers. The officers of the Council shall consist of President, Vice-president, Secretary and Treasurer. These four and the immediate past president shall form the Executive Board of this Council, of which a minimum of four shall be Board Certified in Orthopedics. Each officer shall report the activities of his office to the other officers on a quarterly basis, and quarterly reports shall be made to the ACA Board Liaison by the Council President.

Sec 2. Eligibility. A qualified general or board certified orthopedist member must be a member in good standing for a minimum of two years immediately prior to being eligible to seek nomination. For the office of President the member must have served a minimum of two years immediately prior on the Executive Board.

Sec. 3. Nominations and Elections. Nominations for the four officers shall be made by the Nomination Committee that shall consist of the three proximate past presidents of the Council with the immediate past president as chair of the committee. The Nomination Committee shall file a report of its nominations with the Secretary and Treasurer of the Council not less than sixty (60) days before the annual meeting. Thirty (30) days before the annual general membership meeting, ballots shall be mailed/delivered to all Council members listing the selections of the Nomination Committee and providing for write-in candidates. All ballots must be returned to the Council Secretary postmarked/dated seven (7) days before the annual general membership meeting. All ballots received late or with erasures or changes on the ballot form will be voided. The ballots are to be opened and counted in the presence of a representative of the ACA Board of Governors or Tellers Committee or other non-interested oversight committee.

Sec. 4. Term of Office. The officers shall be elected for a term of two years or until their successors shall be elected and installed. The term of office shall conform to the fiscal year of the Council.

- Sec. 5. Vacancies: A vacancy occurs if an elected officer is unable or unwilling to complete his term. If a council officer is unable to complete his term for any reason, the office shall remain vacant until the next election. If the majority of the remaining members of the Executive Board of the Council desire that an interim appointment be made, it may make an interim appointment upon majority vote.
- Sec. 6. President. The president shall be the chief executive officer of the Council, shall preside over all meetings of the members and of the Executive Board. The President shall execute all orders and resolutions of the Executive Board, shall be an ex-officio member of all standing committees except the Nomination Committee and shall have the general powers and duties of supervision and management usually vested in the office of president.
- Sec. 7. Vice-president. The vice-president shall, in the case of death, resignation or recall of the President, preside and fulfill the duties of the said office until an election is held. The vice-president shall preside at all meetings in the absence of the President, shall be responsible for Council publications and shall do such other duties as the President shall designate.
- Sec. 8. Secretary. The Secretary shall keep minutes of all meetings, give all notices required, conducts the correspondence and issue authorized membership certificates as provided in Article III, Sec. 1 D.
- Sec. 9. Treasurer. The Treasurer shall have custody of all Council funds and shall keep in record books belonging to the Council full and accurate accounts of all receipts and disbursements. The Treasurer shall be bonded.
- A. The Treasurer shall issue membership dues notices annually in June, shall deposit all monies in such depositories as may be designated by the Executive Board. The Treasurer shall disburse the funds of the Council as may be ordered by the Executive Board and shall render to the Board whenever requested by it, an accurate account of the financial condition of the Council. Treasurer's books shall be part of the minutes of the Council. The Treasurer shall receive all fees and keep an accurate record of the source of these fees and any other monies received in the name of the Council. All disbursements shall be made by check and all checks shall require the signature of the Treasurer or the President. The Treasurer shall be prepared to advise on the budget and any expenditures required by the Executive Board.
- B. The financial books of the Council shall be subject to review by a finance officer appointed by the President.
- C. The fiscal year of this Council shall be from October 1 to September 30 of the following year.

## ARTICLE V MEETINGS

- Sec. 1. Annual Meeting. An annual meeting of the members may be held either with the ACA Annual Meeting or at the discretion of the Executive Board of the Council.

Sec. 2. Notice of Annual Membership Meeting. The Secretary of the Council shall mail written notice to the membership at least thirty (30) days before the date of said meeting.

Sec. 3. Special Meeting of Members. A special meeting of the members may be called any time by the President or by a majority of the Executive Board or shall be called by the Executive Board upon written requests of 30% of the members entitled to vote, who shall specify in such written requests the purposes for which they want the special meeting to be held.

Sec. 4. Notice of Special Meeting. At least thirty (30) days before the date fixed for the special meeting, written notice of the time, place and purpose of such meeting shall be mailed by the Council Secretary to each member entitled to vote at such meeting. Only business specified in this notice shall be transacted at such meeting.

Sec. 5. Quorum. Ten members, three of whom are executive officers shall constitute a quorum at any regular or special meeting of this Council.

Sec. 6. Voting. Each full member of this Council shall, at every meeting of the members, be entitled to one vote in person upon each subject properly submitted for vote. Voting may be by voice, sign or written ballot at the discretion of the presiding officer.

Sec. 7. Proxy Voting. No provision is made for proxy voting.

ARTICLE VI THE EXECUTIVE BOARD

Sec. 1. Authority. The Executive Board shall have full authority in the management of the Council between meetings of its membership. The Board shall have the power to hire and fire employees and to make and enter into prudent contracts. The Board shall cause all articles released for publication in the name of the Council to be edited by qualified persons.

Sec. 2. Meetings. Executive Board meetings may be held at the discretion of the President or as the Executive Board decides.

Sec. 3. Quorum. A majority of the Executive Board shall form a quorum.

Sec. 4. Vacancy. A vacancy occurs if an elected officer is unable or unwilling to complete his term. If a council officer is unable to complete his term for any reason, the office shall remain vacant until the next election. If the majority of the remaining members of the Executive Board of the Council desire that an interim appointment be made, it may make an interim appointment upon majority vote.

ARTICLE VII DUTIES OF THE COUNCIL TO ACA

Sec. 1. The ACA House of Delegates is the legislative body of the ACA and decides specific ACA policies, aims and purposes. ACA Council on Chiropractic Orthopedics functions as a subordinate arm of the ACA, operating only within its specific delegated field. The Council must act pursuant to and in conformity with ACA Policy.

Sec. 2. The Council shall not act on a major issue on which ACA policy has not been adopted, until an applicable ACA policy has been adopted. The ACA President with the approval of the ACA

Executive Board of Governors may authorize the Council to act in the interim without ACA policy and set forth the conditions under which such action may occur. This may occur when the Council President presents a written application to the ACA President stating why it is necessary and desirable to act in the absence of ACA policy and setting forth in detail the proposed policy.

- Sec. 3. The Council shall submit an annual report of Council activities to the ACA before the annual ACA meeting per ACA bylaws.
- Sec. 4. The Council shall submit a complete list of Council officers and members and their status to the ACA annually.
- Sec. 5. The Council shall submit a complete set of Council bylaws biennially except when amendments are approved by the ACA House of Delegates. Then, the Council shall submit a complete updated set of bylaws within sixty (60) days of the close of the annual ACA meeting.
- Sec. 6. The Council shall have an accountant's review or report conducted through the ACA home office on its finances, including income and expenses, on an annual basis before the midwinter ACA Executive Board of Governor's meeting.
- Sec. 7. The Council shall place a disclaimer on all published materials.
- Sec. 8. The Council shall be responsible for the aforementioned reports, activities, bylaws and finances for its College being submitted with the reports for the Council.

#### ARTICLE VIII COMMITTEES

- Sec. 1. All committees shall be appointed by the President for a term concurrent with that of the President, with the approval of the Executive Board except as otherwise provided by these bylaws.
- Sec. 2. All committee chairmen shall file a report in writing covering their activities and recommendations with the Executive Board at least thirty (30) days before the annual meeting of the members of the Council. All committees, except the Committee on Ethics shall consist of three members.
- Sec. 3. Committee on Credentials. The Council Secretary shall chair the Credentials Committee and the Council President may appoint two additional members.
- Sec. 4. Publications Committee. This committee will be chaired by the Council Vice President and shall review articles submitted by any member before such article is published.
- Sec. 5. Special Committees.
- A. Insurance Committee. This committee shall work in liaison with the ACA Insurance Committee toward the acceptance of Council members as specialists in health insurance programs.
  - B. Membership Committee. This committee shall promote membership in this Council by encouraging licensed doctors of chiropractic to attend postdoctoral courses in chiropractic

orthopedics and shall further promote and encourage membership of eligible chiropractic orthopedists in this Council.

- C. Public Relations Committee. This Committee shall promote the practice of chiropractic orthopedics through public relations programs in cooperation with the public relations department of the ACA.
- D. Research Committee. This committee shall promote and encourage research in the field of chiropractic orthopedics in cooperation with the Foundation for Chiropractic Education and Research.
- E. Ethics Committee. This committee shall follow the code of ethics of the ACA and the standards, rules and regulations as provided in the Standards of Conduct for Members of the Council on Chiropractic Orthopedics. The Ethics Committee shall consist of five members. These committee members may not serve on any other committees and may not have any conflicts of interest that might affect their ability to be impartial and conduct unbiased investigations of members accused of breaches of the rules of the Council. This committee's specific duties are the investigation or accusations made against any member of the Council and to prepare a detailed report to the Executive Board for its action. The Ethics Committee cannot take any action on its own against members. It shall be strictly an investigatory and recommending body. In dealing with matters of the allegations of breaches of conduct, the Executive Board shall act as the impartial tribunal. The Ethics Committee's actions shall be governed by the Rules for Disposition of Complaints.

## ARTICLE IX: COLLEGE ON FORENSIC SCIENCES

### Sec. 1. Purpose

- A. To serve as a subsidiary organization of the Council on Chiropractic Orthopedics for members of the Council who have distinguished themselves with membership in the College on Forensic Sciences.
- B. To recognize the College on Forensic Sciences, as a subsidiary of the Council on Chiropractic Orthopedics, which will abide by their own rules and regulations to carry out their prescribed functions as a forensic examiner, as long as they are not in conflict with the bylaws of the Council and the ACA. The bylaws of the College on Forensic Sciences shall contain provision for the disposition of complaints in conformity to the provisions set forth by the ACA and its duties to the ACA.
- C. Forensics is the science (forensic science) that deals with the application of medical facts to the legal issues and proceedings. Forensic Chiropractic is that branch of chiropractic that deals with the application of medical facts to legal issues and proceedings.
- D. A forensic evaluation / examination is performed to determine the facts that will act as a basis for an expert opinion. The results of the inquiry are then reported in an objective, unbiased, evidence-based manner.
- E. A forensic examiner possesses specialized knowledge, skill, training, or experience and is qualified to provide an expert opinion to the trier of fact in matters that exceed the common knowledge of ordinary people. The expert opinion is based on scientific or document investigation, not circumstantial evidence, hearsay or the unreliable testimony of witnesses (e.g. "junk science"). The forensic examiner can contribute to procedural processes by using science in the search for facts in federal, civil, and regulatory matters.

- F. The College on Forensic Sciences establishes and offers educational and training programs (i.e. graduate and postdoctoral; needs-based) involving any evaluation/examination process(es) (i.e. Federal, state, civil, regulatory, etc.) requiring a Doctor of Chiropractic (chiropractic physician) participation. These programs include, but are not limited to, disability systems or programs; impairment rating systems; functional (work) capacity and physical assessment systems; return to work and fitness for duty (e.g. DOT) assessment; maximum medical/chiropractic improvement; causation; and apportionment.
- G. The College on Forensic Sciences does not establish nor offer educational and training programs involving utilization (peer/claims) review activities (i.e. prospective, retrospective, concurrent, etc.)
- H. The College on Forensic Sciences advocates that a core series of courses (similar to a Master degree core) be formulated and endorsed by all chiropractic specialty (Diplomate) examining boards; advocates board certification (Diplomate) in forensics; systematically raise professional standards; and cooperate in a manner that reflects the interdisciplinary nature of forensic problem solving.
- I. To act as the voice for the members of the College on Forensic Sciences.

Sec. 2. The College shall be governed by their own bylaws provided they do not conflict with the bylaws of the ACA and the Council on Chiropractic Orthopedics.

Sec. 3. The College on Forensic Sciences shall provide a written report of activities, including a full financial report, to the Council at the time of the Council’s annual meeting. In addition, copies of the respective annual federal tax report shall be forwarded to the Council at the time such tax reports are filed. These reports shall be kept on file with the secretary of the Council. The secretary of the Council shall provide a copy of these reports to the secretary of the ACA and the ACA board liaison.

ARTICLE X COLLEGE ON TECHNIQUE

Sec. 1. Purpose

- A. To serve as a subsidiary organization of the Council on Chiropractic Orthopedics for members of the Council who have an interest in chiropractic practice concerning the application of articular and non-articular biomechanics and adjustive procedures.
- B. To recognize the College on Technique as a subsidiary of the Council on Chiropractic Orthopedics.

Sec. 2. The College shall be governed by their own bylaws to carry out their prescribed functions provided they do not conflict with the bylaws of the ACA and the Council on Chiropractic Orthopedics. The bylaws of the College on Technique shall contain provision for its duties to the Council and the ACA.

Sec. 3. The College on Technique shall provide a written report of activities, including a full financial report, to the Council at the time of the Council’s annual meeting. In addition, copies of the respective annual federal tax report shall be forwarded to the secretary of the Council at the time such tax reports are filed and provide a copy of these reports to the secretary of the ACA and the ACA board liaison.

ARTICLE XI THE COLLEGE OF MILITARY CHIROPRACTIC PHYSICIANS

Sec. 1. Purpose

- A. To serve as a subsidiary organization of the Council on Chiropractic Orthopedics for members of the Council provided the doctor is practicing within or for a military treatment facility through the Department of Defense or Veterans Administration Healthcare Facility.
- B. To recognize the College of Military Chiropractic Physicians, as a subsidiary of the Council on Chiropractic Orthopedics.
- C. To act as the voice for the members of the College of Military Chiropractic Physicians

Sec. 2. The College shall be governed by their own bylaws provided they do not conflict with the bylaws of the ACA and the Council on Chiropractic Orthopedics. The bylaws of the College of Military Chiropractic Physicians shall contain provision for the disposition of complaints in conformity to the provisions set forth by the ACA and its duties to the ACA.

Sec. 3. The College of Military Chiropractic Physicians shall provide a written report of activities and membership, including a full financial report, to the Council at the time of the Council's annual meeting. In addition, copies of the respective annual federal tax report shall be forwarded to the Council at the time such tax reports are filed. These reports shall be kept on file with the secretary of the Council. The secretary of the Council shall provide a copy of these reports to the secretary of the ACA and the ACA board liaison.

ARTICLE XII           NON PROFIT ORGANIZATION

This Council on Chiropractic Orthopedics is and shall remain a charitable organization availed of only for charitable purposes as provided in Section 501 (c) (6) of the Internal Revenue Code of 1954, as amended, as an organization formed or availed of for the gathering, correlating and disseminating of knowledge and information concerning chiropractic orthopedics for the benefit of its members, the profession and the public. No part of the net earnings of the organization shall inure to the benefit of, or be distributed to its members, trustees, officers or other private persons except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in these bylaws. No substantial part of the activities of the organization shall be the carrying on of propaganda or otherwise attempting to influence legislation, nor shall the organization participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Despite any other provisions of these bylaws, the organization shall not carry on any other activities not allowed to be carried on (a) by an organization exempt from federal income tax under Section 501 (c) (6) of the Internal Revenue Code of 1954, as amended (with the correspondent provisions of any future United States Internal Revenue Law), or (b) by an organization, contributions to which are deductible under Section 170 (c) (2) of the Internal Revenue Code of 1954, as amended (or the correspondent provisions of any future United States Internal Revenue Law).

ARTICLE XIII           PARLIAMENTARY AUTHORITY

The rules contained in Robert's Rules of Order, Newly Revised, Current Edition shall govern the Council in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Council may adopt. Nothing in these bylaws is intended to conflict with the Articles of Incorporation or bylaws of the ACA, which take precedence.

ARTICLE XIV           AMENDMENTS

- Sec. 1. These bylaws may be amended by a two-thirds (2/3) vote of the mail ballots received from the members provided the proposed amendment has been filed with the Council secretary at least sixty (60) days prior to the meeting.
- Sec. 2. All proposed amendments are to be mailed/delivered to the Council members at least thirty (30) days prior to the meeting. All ballots must be returned to the Council Secretary post marked/dated seven (7) days before the annual general membership meeting. All ballots received late or with erasures or changes on the ballot form will be voided. The ballots are to be opened and counted in the presence of a representative of the ACA Board of Governors or Tellers Committee or other non-interested oversight committee.
- Sec. 3. Amendments are not in effect until approved by the ACA House of Delegates.

STANDARDS OF CONDUCT FOR MEMBERS OF  
THE COUNCIL ON CHIROPRACTIC ORTHOPEDICS  
-AMERICAN CHIROPRACTIC ASSOCIATION-

Membership in the Council on Chiropractic Orthopedics, a specialty society dedicated to the highest moral and ethical standards and educational requirements, is not a right, but privilege. Therefore, members must conduct themselves at all times according to these accepted ethical and moral standards consistent with the ACA Code of Ethics, and maintain and expand their professional knowledge.

Advertising by a member shall in no way exceed the guidelines proposed by the ACA. No member or associate member of the Council shall make public claim of superiority in the performance of professional services. Chiropractic orthopedists who are Diplomates of ABCO may indicate such certification. Fellows of the Academy may add the initials F.A.C.O. to their professional listings (these titles should not be used conjunctively). Advertising of credentials, which is false or misleading by members of this Council is a violation of these Standards of Conduct.

A Board Certified member of the Council is a chiropractic specialist and, as such, should devote at least 75% of overall practice to chiropractic orthopedics.

A member must practice in accordance with the laws of the state of licensure.

A member shall possess the necessary equipment to provide adequate care of patients whose conditions fall in the purview of chiropractic orthopedic practice.

A member shall not voluntarily offer services to testify against a colleague in court for the purpose of personal gain or other personal reasons. However, where circumstances require such testimony in the public interest or for the purpose of assisting the courts in the proper execution of the law there is no such prohibition.

The individual freedom of members is recognized and respected so that they have the liberty to practice in a manner that is in the best interest of their patients and improves their economic welfare. Members should not utilize methods which have questionable scientific basis for use. If scientific discoveries are made in the fields of diagnosis and/or treatment by individual members, it is expected that such discoveries will be presented to the Committee on Research of the Council for evaluation, so that others may benefit from them.

Members who are suspended temporarily or permanently for any reason agree by their signature on the membership application to surrender their membership certificate for the Council to the Secretary of the Council immediately upon request.

#### RULES FOR DISPOSITION OF COMPLAINTS

The ACA shall be notified of any activation of these Rules for Disposition of Complaints.

Credentials. The Credentials Committee shall make an appropriate investigation of the qualifications of each applicant for membership. In the event the Credentials Committee recommends rejection of an application, it shall specifically state all reasons for recommending that rejection, and the applicant shall be provided with a copy of the written recommendation of the Credentials Committee and a copy of these Rules for Disposition of Complaints.

The applicant shall have 30 days to provide the Credentials Committee with additional information supportive of the application which the Credentials Committee shall review and shall submit within 30 days a new written report and recommendation to the Executive Board. A copy of such report and recommendation shall be provided the applicant. If the Credentials Committee again recommends rejection of the application, the applicant shall be given written notice of the meeting of the Executive Board at which the application will be considered.

The applicant shall have the opportunity to appear before the Executive Board and the right to present testimony and evidence supporting the application; the applicant shall have the opportunity to confront and cross-examine individuals who testify or present evidence in support of the rejection of the application.

Within 30 days of this meeting, the Executive Board shall make a written finding of facts and conclusion, a copy of which shall be provided to the applicant. The decision of the Executive Board shall be binding for two (2) years, at which time the applicant may submit a new application.

Signing of the application for membership, filling out the required questionnaire and acceptance by this Council with the issuance of a certificate of membership constitutes an agreement that the member accepts the standards, rules and regulations of the Council on Chiropractic Orthopedics, is acquainted with its contents and adheres to its terms.

Ethics. All charges of misconduct, violation of ethics, fraud, deception, untruthfulness, or other allegations against members of the Council shall be adjudicated pursuant to ACA procedures.

#### RULES OF CONDUCT FOR OFFICERS AND COMMITTEE MEMBERS -CCO-

The Council on Chiropractic Orthopedics will utilize open-meeting policies and advise members of actions taken or opinions and interpretations rendered. Comments and criticisms of actions by the Council officers are invited. Executive Board meetings will not be considered open to the general membership

CCO will publish all organizational guidelines, rules, bylaws, opinions and interpretations to the members.

All CCO logos and letterheads are the property of the respective organizations. Letterheads shall indicate executive officers. Logos and letterheads shall not be used to imply CCO endorsements and shall not be placed on products.

CCO logos or letterheads will be discontinued from use by an executive officer or appointee upon the request of the Board.

Each request for an opinion or interpretation from CCO shall be submitted to an appropriate committee for response. Such requests will be considered by as many committee members as possible and then reviewed by the Executive Board before forwarding to the ACA liaison to the Council.

Executive officers and appointees from CCO shall avoid endorsing particular products or brands, whether openly or tacitly.

The authority to give oral opinions regarding official policies or positions will not be granted to anyone.

A standing rule can be adopted or rescinded by a majority vote at any business meeting without previous notice. Such rules remain in effect until rescinded or amended. By majority vote a standing rule may be suspended for a particular session; however, this action is not binding to future sessions.

9/2004