



**Maldives Allied Health Council  
Ministry of Health**

01 January 2018.

**Annex: Standards of conduct, performance, and ethics**

Registrants of the Maldives Allied Health Council (council) are expected to follow these standards of conduct, performance and ethics. The document sets out to ensure that the council protects the public from unprofessional and unethical behavior of the registrants. Therefore, these standards may be used to assist decisions of the council in relation to registrants standards of conduct, performance, and ethics including in providing new registration or license to applicants.

**1. Act in the best interest of your patients and clients**

- You are personally responsible to make sure that you promote and protect the best interest of the people you serve.
- Respect people and must NOT exploit or misuse the relationship with a patient or client.
- You must NOT allow factors such as age, sex, color or religious, cultural or political beliefs affect the way you treat your patients or clients.
- You must NOT do, or allow anything harmful or dangerous to be done to a patient or client.
- You must treat your patient or client with respect and dignity.
- Your patient or client must be involved as appropriate when providing care to them.
- You must be responsible for your professional conduct, any care or advice you provide, and any failure to act. Also you must be responsible for the appropriateness of your decision to delegate a task and be able to justify your decisions if asked to.
- You must protect patients or clients if you believe they are threatened by a colleague's conduct or performance. Safety of patient or client must be your priority at all times before any personal or professional loyalties.

**2. Respect the confidentiality of your patients and clients**

- You must treat information about patients or clients as confidential and use it for the purpose for which it was given.
- You must follow relevant data protection legislation, rules and regulations in the institution you work.

**3. Maintain high standards of personal conduct**

- You must maintain high standards of personal and professional conduct
- You must NOT do anything that may affect someone's confidence in you or your profession, even outside of your professional life.

**4. Provide important and accurate information about conduct, competence and health**

- You must disclose if you have important information about your conduct or competence, or about other registrants and health professionals you work with. The council can take action against you if you fail to disclose such information.

**5. Ensure your professional knowledge and skills are up to date**

- Make sure that your knowledge, skills and performance are of high quality and up to date and relevant to your scope of practice.

**6. Act within the limits of your knowledge, skill and experience**

- Refer your patient or client for further professional advice or treatment if the task is beyond the scope of your practice. If you accept referral of a case from another health professional you must ensure that you fully understand the request. You must only provide the treatment or conduct a procedure if you believe that this is appropriate.

**7. Maintain effective communication with patients, clients, colleagues and professionals**

- Make sure you communicate effectively with your patients or clients.
- Communicate, cooperate and share knowledge with professional colleagues for the benefit of patients or clients.

**8. Supervise tasks you have delegated to others**

- People who consult you or receive treatment or services are entitled to assume that a person with adequate knowledge to perform their work in a professional capacity will provide the services.
- Whenever tasks are delegated to others, you must make sure they are competent to do it.
- Tasks must not be allocated to people who are incompetent or those who are not health professionals.
- If someone says they do NOT know to perform the task, you should NOT force them to do it.

**9. Get informed consent to receive treatment care and provide services**

- Explain to the patient, client or guardian the treatment or procedure being carried out, risks involved and other available options.
- Make sure you get informed consent before providing care, treatment or performing procedures.
- Keep records of the care, treatment or procedures and pass this to relevant members of the health care team.
- In case someone refuses treatment or procedures to be performed, and you believe it is necessary for their well-being, especially if there is an immediate risk to their life, reasonable effort must be made to persuade them.

**10. Keep sufficient and accurate records of patients and clients**

- You must keep records of all care, treatment, procedures, and other relevant information for everyone you treat or provide professional services.
- All records must be legible and you should write, sign and date all entries.
- Protect all records from damage, loss and unauthorized use.

- If you update or correct entries of previous record, these entries must NOT be erased, or be made difficult to read. Mark it in some way (for example, by drawing a line through the old information) and make the new entry.

### **11. Deal fairly and safely with the risk of infection**

- You must NOT refuse to treat someone just because they have an infection.
- You must take appropriate precautions to protect your patients, clients, their careers, your staff, colleagues and yourself from infection.
- If you believe or know that you have an infection that could harm others, you must get medical advice and act upon it which may include stopping your practice altogether.
- Maintain confidentiality when dealing with patients or clients with infections. For some infections, such as sexually transmitted infections, these rules may be more restrictive than for people in other circumstances.

### **12. Limit your work or practicing if your performance or judgment is affected by your health or any other condition**

- It is your duty to take appropriate action if your health or any other condition could be affecting your fitness to practice.
- You should get help from a qualified medical practitioner or other relevant professional and act accordingly. The Council can take action if your condition is affecting your fitness to practice.

### **13. Work and behave with integrity and honesty**

- You must make sure that you work with integrity and honesty.
- You must maintain high standards of professional conduct at all times.
- Ensure your behavior does not damage the reputation of your profession. You must NOT get involved in any activity or behavior which is likely to damage or undermine public confidence in you or bring disrepute to your profession.

### **14. Follow the guidelines for advertising your services**

- Any advertising you do with regards to professional activities must be accurate and within the local rules and regulations.
- Advertising must not be misleading, false, unfair or exaggerated.
- If you are involved in promoting any product or services, you must make sure you use your scientific knowledge, clinical skills, and experience in a professionally responsible manner.
- You must not make or support unjustifiable statement related to any product or service.
- Financial or any other potential rewards should NOT influence your advice or recommendations of products and services to patients and clients.

\*Note: Standards of conduct, performance and ethics adapted from HPC UK