

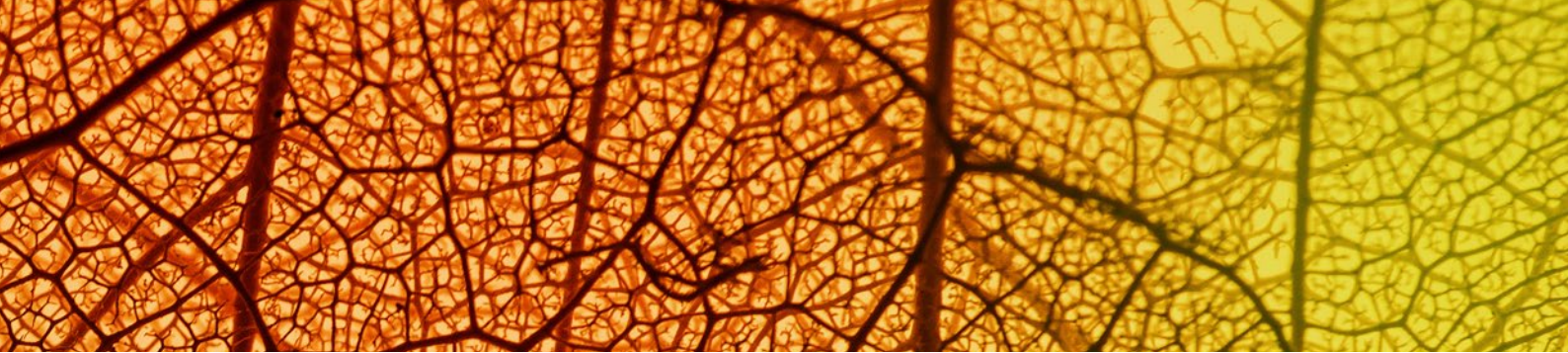


Australasian College for Emergency Medicine

Core Values

Draft for consultation

November 2018



Message from the President

Words matter, actions matter.

We are all individuals. As individuals we each have different personalities, ideas and understandings. Our work environments are each unique and within them we are privileged to work with individuals of all different backgrounds and cultures, including our peers, our patients and their families.

We know that the culture of our workplaces, and the values that they embody, can make a huge difference not only to the effectiveness of the work we do, but also to our overall wellbeing. What we say and how we interact with one another can define us and have a profound impact on others, and that is why the work of ACEM's *Diversity and Inclusion Steering Group*, which reports to the ACEM Board, is so important.

It is this group of FACEMs and trainees that has worked in collaboration with College staff to develop the *ACEM Core Values* contained in this consultation paper. It is hoped that these values can support building positive workplace cultures for both College members and staff – and now we want to hear from you.

Quality health care outcomes are dependent on high functioning teams across the hospital setting. Regardless of who you are, your position in an emergency department or at the College, we must all understand what binds us, and these core values will help us to do this.

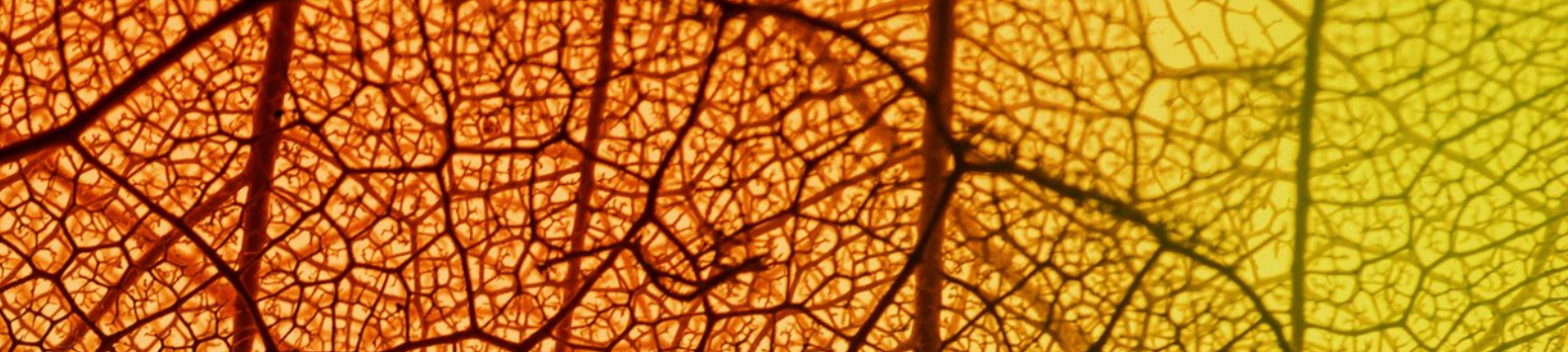
Let us know what values you think will help us grow and develop – individually, as a group and as a specialty. What values should define us now, and will help create the future we want to experience?

Ultimately, these core values will clearly define expectations of members, trainees and College staff. To give us all a united sense of purpose and ownership, they will be embedded into all aspects of College business to act as markers of how we wish to be treated by others and how we want to be seen as an organisation.

Over to you.



Dr Simon Judkins
President
ACEM



Message from the CEO

In February 2018 ACEM committed to two key action plans – *the Discrimination, Bullying and Sexual Harassment (DBSH) Action Plan* and the *Expert Advisory Group (EAG) Action Plan* – intended help enact meaningful culture change in the specialty, in emergency departments across Australia and New Zealand and within the College.

The plans will enable and empower all Fellows and trainees, along with College staff, to contribute to improving the culture of emergency medicine. Both action plans have been developed following widespread consultation with ACEM's trainees and members.

The ACEM Board and College staff are committed to this work.

As outlined in the College's DBSH Action Plan, the work to establish core values will help assist in developing a framework for appropriate communication and conduct by everyone in the College – staff, members and trainees.

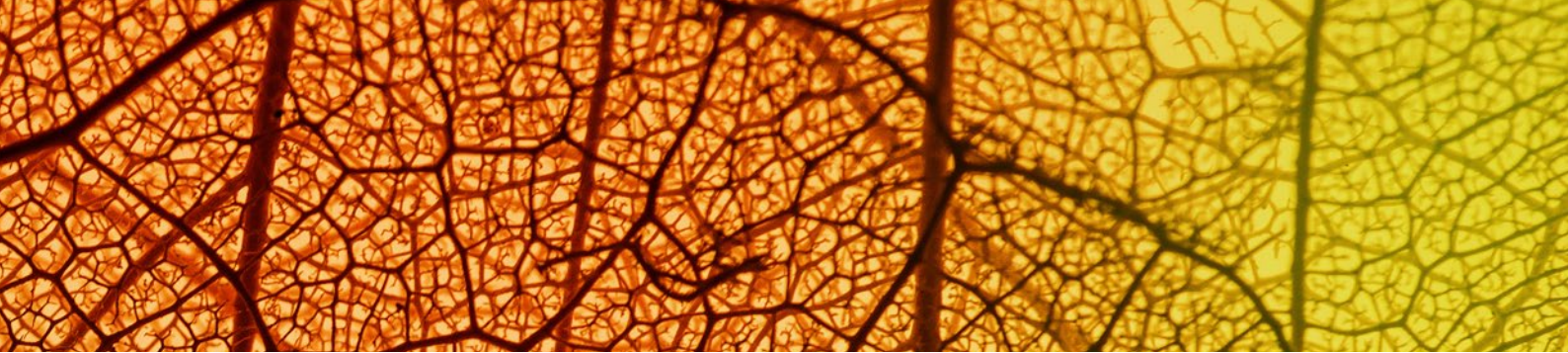
Like Fellows and trainees, College staff are involved in making many decisions every day. The decisions we make are a reflection of our values and beliefs. The ACEM staff have worked according to a set of four core values for a period of time now – *Respect, Collaboration, Accountability* and *Integrity* – and are pleased to be involved with the work of the Diversity and Inclusion Steering Group to revisit these values and craft a set that can be used in partnership – with a common understanding and common expectations – with ACEM members and trainees.

These core values will educate the emergency medicine profession and the wider community about who we are as a College and help to clarify our identity.

I look forward to continuing to work with College staff, members and trainees on developing a set of core values that guide our daily work to progress the development of the College of the profession of emergency medicine.



Dr Peter White
Chief Executive Officer
ACEM



Purpose

Through initiatives such as the DBSH Action Plan and the EAG Action Plan, the Australasian College for Emergency Medicine (ACEM) has committed to championing a cultural change in the College and in emergency departments (EDs) across Australia and New Zealand.

As part of the College's growth and evolution, the development of organisational values represents a crucial piece of work for the College to undertake as part of leading this change. It is an opportunity for ACEM to clearly articulate its beliefs and expectations in relation to how the College as an organisation conducts itself, and how members, trainees and staff conduct themselves.

Arising from the work of the Diversity and Inclusion Steering Group (DISG), this consultation paper is intended to obtain the views of ACEM members, trainees and staff on the draft set of *ACEM Core Values* contained within this document.

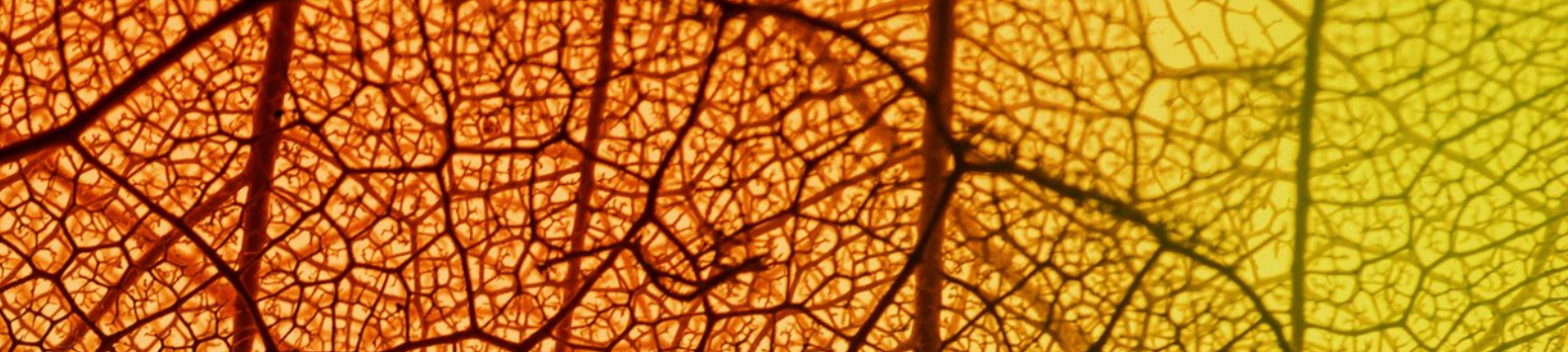
Background

Action Plan Development

During 2016-2017, the College undertook significant pieces of work through two College bodies; the *EAG on Discrimination* and the *DBSH Working Group*. The work of both groups produced Action Plans, both of which are being actively implemented by the College under the auspices of the ACEM Board, and are available on the College website (acem.org.au/disg). Reporting to the Board, implementation of the actions contained in the EAG Action Plan is being overseen by the EAG Implementation Steering Group, while those of the DBSH Action Plan are being overseen by the DISG.

The Action Plans resulting from both pieces of work identified the need for the College to consider initiatives and mechanisms that would:

- increase diversity across College governance structures;
- improve members' educational capabilities;
- enhance support structures for Fellows and trainees; and
- empower ACEM trainees and members to lead culture change in emergency departments and hospitals.



Whilst staff values have been in place at ACEM since 2013, organisational values encompassing core principles that are applicable and relevant to all involved in College business, including members and trainees, as well as staff, are yet to be established.

As such, a key action contained within the DBSH Action Plan was to:

Establish a set of core values that clearly define expectations of Fellows, trainees and staff. This will include a broad consultation process and dissemination and incorporation of the core values into all aspects of College business.

Once established the organisational values will inform and enable a range of other activities to be undertaken, including:

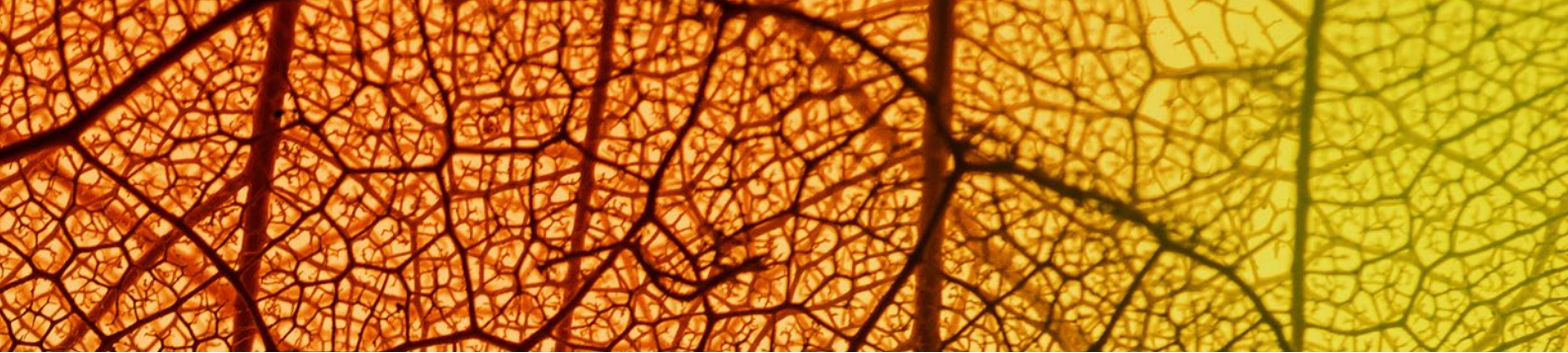
- development of a Core Values Online Training Module; and
- development of a long-term campaign to communicate and demonstrate ACEM's core values.

Methodology

The draft document presented for consultation has been developed by members of the DISG in partnership with ACEM staff.

In 2013, ACEM staff collectively agreed to a set of staff values that are the foundation for the culture of their work environment; these values were reviewed and revised in 2016. The staff values, set out in Appendix A, were used as the basis for the initial core values discussion between the DISG and ACEM staff. As part of that discussion, the members of the DISG and staff considered the following:

- the ACEM Strategic Plan
 - What are the implicit values expressed in the ACEM Strategic Plan?
- Good workplace culture
 - What are the hallmarks of a healthy culture where people enjoy coming to work with respect to:
 - The type of behaviours exhibited by members of a team?
 - How can team members operate in times of stress?
 - What can team leaders/managers do to embed healthy cultures within a workplace?
 - How to build a shared understanding of the ACEM values amongst staff and members.



- Existing ACEM staff values
 - With reference to the existing ACEM staff values of Respect, Collaboration, Accountability and Integrity, consider whether these values are appropriate in an ED setting or whether others might be a better fit. What is missing and what should be retained?

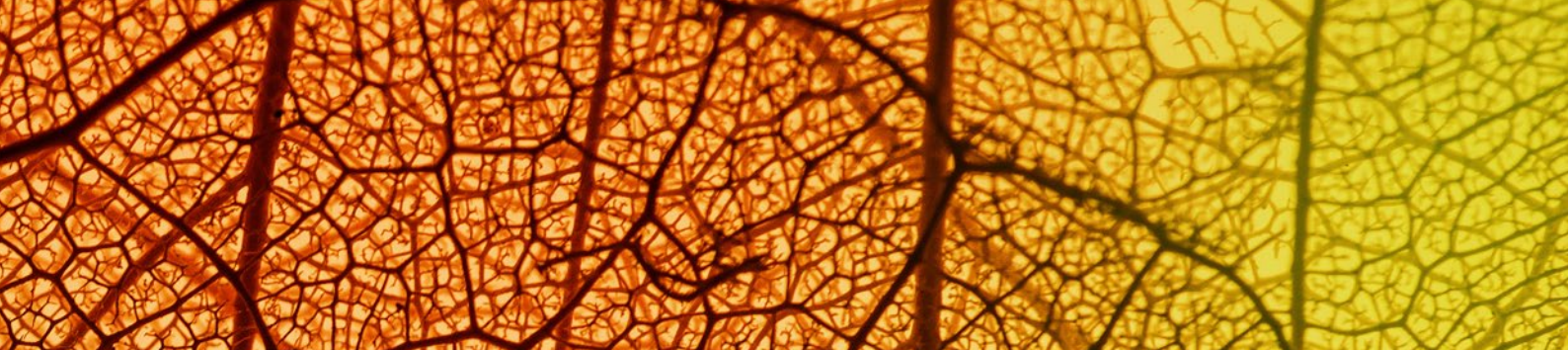
Following this group discussion a list of key words and themes emerged, which have been formed into a proposed set of *ACEM Core Values*, and which are now presented for further consultation.

Next steps

Following completion of this consultation, the members of the DISG and ACEM staff representatives will review all submissions received. Based on member feedback, it is intended that the DISG will provide a recommendation to the ACEM Board on a final set of *ACEM Core Values*.

Summary of consultation process and next steps

Activity	Date
Member and staff consultation – ACEM Core Values – Consultation Paper	17 November 2018 – 31 January 2019
Collation and consideration of feedback by the DISG and staff representatives	February 2019
Recommendations to ACEM Board for consideration	ACEM Board meeting April 2019
Launch of ACEM Core Values	ACEM Winter Symposium Rotorua, New Zealand 30 April 2019



ACEM Core Values – draft for comment

ACEM's Vision

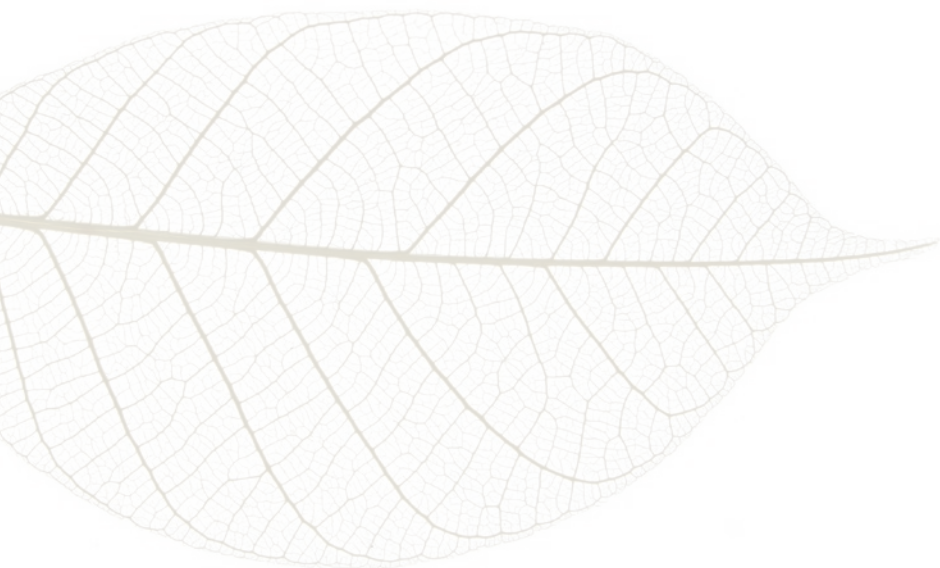
Be the trusted authority for ensuring clinical, professional and training standards in the provision of quality, patient-focused emergency care.

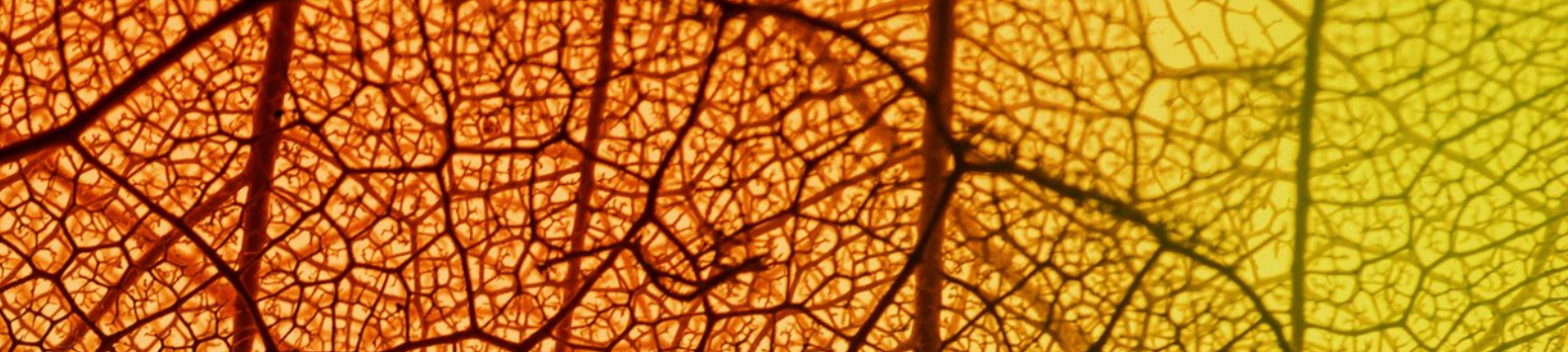
ACEM's Mission

Promote excellence in the delivery of quality emergency care to all our communities through our committed and expert members.

ACEM's Core Values

ACEM's Core Values will define the organisation's guiding principles, and underpin the way the organisation works together in order to meet our vision and mission of ensuring the highest standards are maintained in the training of emergency physicians, and in the provision of emergency care to the communities of Australia and New Zealand.





Integrity

Together we:

- foster an environment of authenticity, accountability, empowerment and honesty to support each other, the community and the profession of emergency medicine across Australia and New Zealand.

Respect

Together we:

- appreciate and celebrate people's diversity;
- promote and value a culture of open-mindedness, compassion and inclusivity among individuals and groups;
- act considerately, with grace and good will.

Equity

Together we:

- recognise the disparities in health outcomes that exist across Australia and New Zealand, and advocate for vulnerable population groups and an emergency care system where there is fair access for all;
- are committed to equitable treatment and elimination of discrimination in all its forms.

Ethical

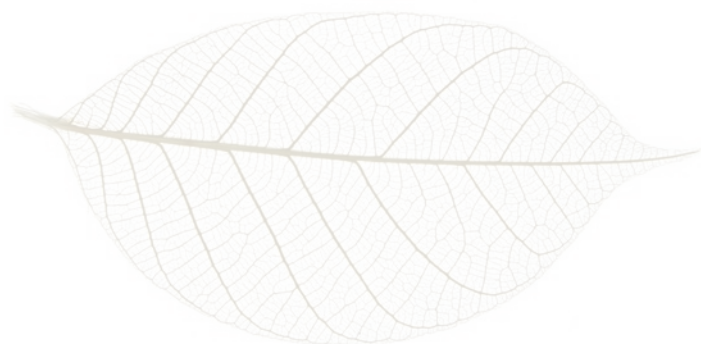
Together we:

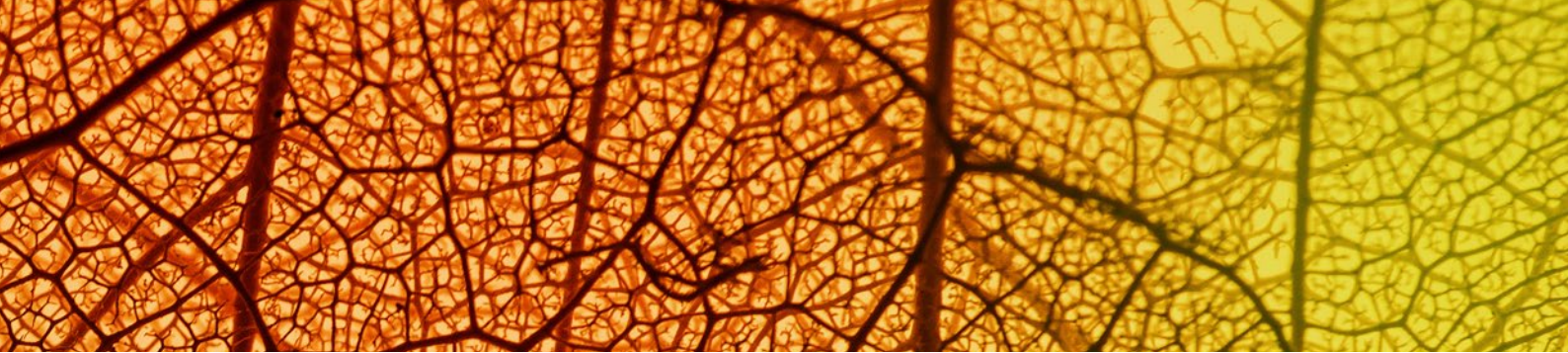
- are accountable and transparent in our actions and commit to the highest standards of best practice as individuals and as an organisation.

Collaboration

Together we:

- create and nurture a positive culture by sharing ideas and working in partnership to deliver sustainable outcomes for patients and to enhance the profession of emergency medicine.





Consultation questions

The DISG is now seeking feedback from the membership and ACEM staff in relation to the draft ACEM Core Values presented in this consultation, via responses to the questions below.

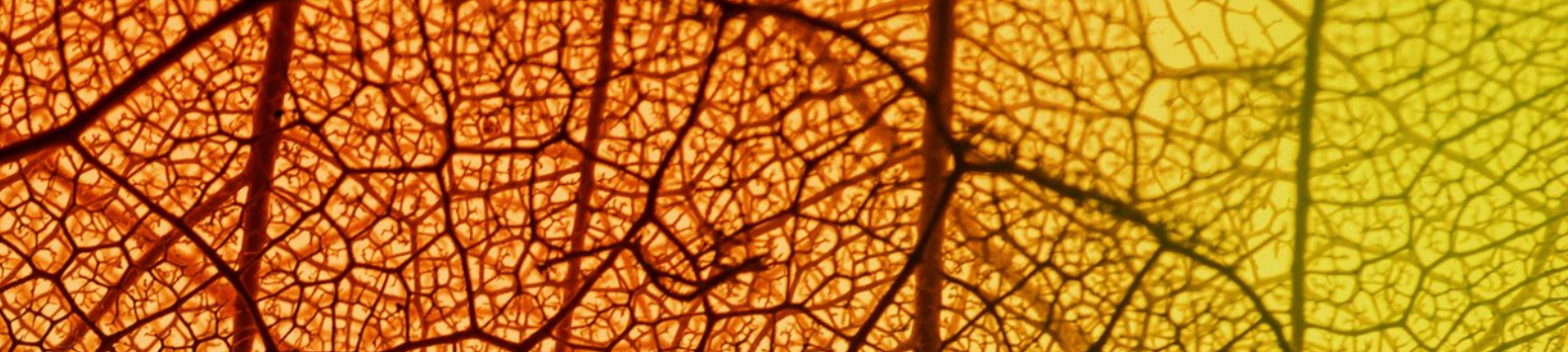
- 1 How appropriate do you feel the five values (Integrity, Respect, Equity, Ethical and Collaboration) are at encapsulating the way in which the profession of emergency medicine and ACEM as an organisation, should be seeking to be viewed?
- 2 Are there other values that you feel are relevant in addition to, or instead of, those outlined?
- 3 Of the five values outlined, which **four** do you feel best describe the culture that ACEM needs to create and maintain, in order to deliver excellence?
 - a. Please outline why you have chosen these four values.
- 4 Of the values (and their descriptions) presented, is there anything missing and/or should anything be emphasised differently?
- 5 Please outline any other comments you have in relation to establishing *ACEM Core Values*.

The consultation is open from **Friday, 16 November** until **5:00pm (AEDT) on Thursday 31 January 2019**.

Submissions can be provided via the following methods:

- The online consultation (acem.org.au/disg)
- Emailed directly to **diversity@acem.org.au**.
- Visit the **Get Involved** booth at the ACEM Annual Scientific Meeting in Perth, 19–22 November 2018.





Appendix A: ACEM Staff Values

The first iteration of ACEM's Staff Values were developed and launched in 2013. These were subsequently revised in 2016.

Respect

- Equitable
- Mindful
- Considerate

We will appreciate and celebrate others, their opinions and views and treat everyone equally.

Accountability

- Professional
- Reliable
- Responsible

We will be diligent in our undertakings, strive for transparency and courageously own our actions.

Collaboration

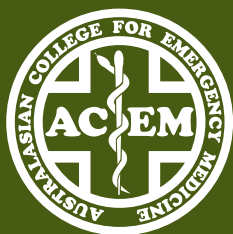
- Inclusive
- Consultative
- Communicative

We will encourage working in partnerships by sharing ideas to deliver sustainable outcomes.

Integrity

- Ethical
- Sincere
- Trustworthy

We will foster an environment of authenticity, honesty and continuous improvement to support each other, our members, the community and emergency medicine across Australasia.



Australasian College for Emergency Medicine

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