

## Terms of Reference

### Health Promotion Ethics Project Working Group

#### Overview

The Australian Health Promotion Association (AHPA) is committed to ethical practice - supporting culturally informed, participatory, respectful, and safe practice. Understanding and applying ethics in practice is a core competency for health promotion practitioners. Ethics is about a morally right outcome and a morally justifiable process. Health promotion practitioners must determine if their participants, recipients, or populations will be *'exposed to any risk, burden, inconvenience or possible breach of privacy'* throughout the project life cycle. Practitioners may lack awareness of and resources for ethical practice, including access to mechanisms for ethical approval such as a Human Research Ethics Committee. The Health Promotion Ethics Project (HPEP) will implement a framework to foster ethical health promotion practice within government and non-government health and community-based organisations.

#### Role and function

The HPEP Working Group (the Group) is a time-limited working group. Its role and function is to oversee the development and implementation of the health promotion ethics framework (1) within the Association.

#### Chair

AHPA committees are chaired by the Board President or delegated to an AHPA Board Director.

#### Membership

The Group will have experience and interest in health promotion related ethics in research and practice. It will comprise:

- 1 - 2 AHPA Board members
- 1 - 3 invited AHPA members with experience in research and ethical practice

#### Tenure

A tenure of twelve months is required. Active participation by all Group members is expected.

#### Probity and Conflict of Interest

Group members have an obligation to declare any actual or potential conflict of interest.

#### Process for Endorsement

Recommendations/papers will be forwarded to the AHPA Board of Directors for consideration and endorsement.

#### Quorum

A minimum of 3 members (including the Chair) of the Group are required to constitute a quorum for meetings.

#### Meetings

Attendance at meetings and participation in activities is essential to maintain continuity and cohesion. Members are expected to demonstrate their commitment by attendance based on the schedule of anticipated meetings and action related to committee activity. Where members are prevented from attending any meeting or completing required tasks, they should notify the Chair. If a member cannot regularly and reliably contribute, the Chair will discuss with them their attendance and ongoing participation.

**Approved:** January 2023

**Annual Review Date:** January 2024

1. Blackford, K, Leavy, J, Taylor, J, Connor, E, Crawford, G. Towards an ethics framework for Australian health promotion practitioners: An exploratory mixed methods study. *Health Promot J Austral.* 2022; 33: 71– 82. <https://doi.org/10.1002/hpja.466>