

Code of Conduct for Cancer and Careers' Virtual Events

By attending Cancer and Careers' West Coast Conference on Work & Cancer you agree to our Code of Conduct.

Every Cancer and Careers event is designed to be a friendly, inclusive space in which *all* who attend feel welcome, comfortable, and safe so they may be empowered through learning and community connections. It is important to us that the experience had by *everyone* in our audience is as positive as possible—particularly for those who are actively navigating health, work and/or personal challenges, as many who attend our events are.

Here is what that requires:

Expected Behavior:

1. Please be polite, considerate, and respectful.
2. Please refrain from making rude or aggressive comments in the public **chat box to anyone**, including others whom you feel are behaving offensively. Our staff actively monitors the chat and will quickly handle any concerning behavior from other attendees who are behaving inappropriately.
3. Any questions and/or concerns should be emailed to cancerandcareers@cew.org – including letting us know if another attendee makes you or anyone else feel unsafe or unwelcome. This inbox will be actively monitored throughout the day. A staff member will respond as soon as possible both to you, and/or to address the situation. **Please be aware that courteous behavior is expected in all communications before, during and after the conference. Any inquiries or interactions should uphold the highest standards of respect and professionalism.**
 - a. **For those seeking CEs/PDCs:** Please also refrain from asking any questions about CE requirements in the chat box – and from answering questions asked by others. Because most patients and survivors who attend our events do *not* need this information, it can feel overwhelming and detract from their experience of the day. Any questions about accreditation not answered by the accreditation handout should be emailed to the address above.

Unacceptable Behavior:

1. Disruptive behavior of any kind will not be tolerated.
2. Harassment or bullying of any kind will not be tolerated. That includes (but is not limited to) verbal or online comments of an inappropriate sexual, derogatory or discriminatory nature.
3. Material presented at Cancer and Careers' West Coast Conference on Work & Cancer is copyrighted so the use of AI assistants and/or transcribing/recording devices of any kind by attendees is not allowed. Those found to be using AI or other recording/transcription software during CAC programming will be removed from the event. They may be permitted to return without AI/recording/transcription software at the discretion of CAC staff.
 - a. Cancer and Careers offers live, real-time closed captioning for those who need it. To request an additional reasonable accommodation, please send an email to cancerandcareers@cew.org at least 24 hours before the live session.

Engaging in unacceptable behavior of any kind (including those not directly identified above) may result in one or more of the following:

- Being asked to leave the event and/or being removed by our team.
- Being barred from future events.
- Being disqualified from receiving continuing education credit.

**Our goal is to treat every person with patience, kindness, and respect.
We thank you in advance for providing the same in return.**