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<b>The National Association of Catholic Chaplains</b>	<b>Ethics Appeals Panel Roles, Responsibilities &amp; Criteria</b>
<b>Policy Number 11-13</b>	<b>Revision Date: July 2017</b>

**Purpose**

To review appeals of the Ethics Commission decisions in accordance with *NACC Standards and Procedures*.

**Major Responsibilities**

1. Reviews the decision for any procedural error.
2. Prepares a written summary of the findings for the Board of Directors.
3. Recommends a resolution of the appeals to the Board of Directors.

**Criteria**

- NACC membership
- Currently active as a Board Certified Chaplain or CPE Supervisor
- Or Retired-Certified with continuation of certification renewal process
- Demonstrated knowledge and understanding of the NACC Code of Ethics and Procedures for processing ethical complaints.
- Understands and articulates the distinction in the roles of the Ethics Commission and the Ethics Appeals Panel.
- Experience in processing complaints of an ethical nature preferred.
- Three to five years' experience with ethics committees within places of employment or elsewhere.
- Preferably, although not an absolute requirement, has been a prior member on NACC Ethics Commission and is aware of ongoing ethical issues.

**Time Commitment**

- This commission meets on an ad hoc basis to address ethics complaints as they arise. It usually convenes by conference call at least twice a year to review its responsibilities and determine how best to keep educated on the NACC Ethics Standards and any other ethics learning.