British Society of Otology (also known as BSO) Constitution

1 TITLE

1.1 The Association shall be known as the British Society of Otology or BSO.

1.2 The Society is incorporated within ENT UK, trading as British Association of Otorhinolaryngology – Head and Neck Surgery (BAO-HNS).

1.3 The Society, as part of ENT UK, is an incorporated charity

2 AIMS

2.1 To promote clinical excellence in medical, surgical and rehabilitative aspects of Otology.

2.2 To hold meetings at which those interested in Otology may meet, discuss clinical practice and present clinical and research papers.

2.3 To take an overall interest in the development of Otology (the management of diseases of the ear, hearing and balance, including related sciences and health promotion) in the United Kingdom, with special reference to the needs of those in training.

2.4 To provide advice on Otology to ENT UK, the Department of Health and other organisations and bodies.

2.5 To promote, advise on and contribute to education in Otology to all grades of ENT doctors, other interested medical practitioners, including medical students and general practitioners, and allied healthcare professionals in conjunction with ENT UK.

2.6 To promote, advise on and contribute to research in Otology including collaboration with other interested parties.

2.7 To act as advocates for patients, and for public health and clinical services in Otology.

2.8 To liaise with similar organisations in Europe and worldwide.

3 MEMBERSHIP

3.1 Full membership is open to any ENT UK member that is an active otologist.

3.2 Associate membership is also open to appropriate health care professionals in the UK with medical or non-medical qualifications who have an interest in Otology, audiology or related disciplines who are associate members of ENT UK.
3.3 Associate membership is also open to trainee otologists.

3.4 Overseas membership is open to those with ENT UK membership, an interest in Otology, who reside abroad and are approved by the Society.

3.5 Any member may introduce guests to a meeting. There is a limit of two guests per member at any one meeting.

4 RESPONSIBILITY OF FULL MEMBERS

4.1 To provide the best clinical care to their patients with Otological conditions.

4.2 To promote excellence in British Otology through education and good clinical practice.

4.3 To actively participate in Audit, for example the web-based National Otology Audit Database, registering patients prospectively and recording outcomes or similar.

4.4 To actively participate in Reviews of Clinical Conditions organised from time to time by ENT UK.

4.5 To participate and encourage high quality research in Otology and related areas.

5 COUNCIL

5.1 Membership of Council shall consist of the following Members with specialist accreditation in Otolaryngology:

5.1.1 The Chairman: the Chairman of the Council is also the President of the Society.

The Chairman or his / her nominee will sit on the Council of ENT UK.

5.1.2 The Past President and the President-elect.

5.1.3 Secretary

5.1.4 Treasurer

5.1.5 Academic Officer

5.1.6 Education Officer

5.1.7 Other Members: the committee numbers to be agreed by council, but to be no less than 10 and no more than 18.

5.1.8 One Trainee representative, not holding specialist accreditation, who will liaise with the Association of Otolaryngologists in Training and represent trainee matters.
5.1.9 Members can be co-opted to serve on Council as required.

5.1.10 A quorum of four members, including one executive officer, shall be required for Council meetings.

5.1.11 The President, Secretary and the Treasurer are the executive officers of the Society.

5.2 Election of Council

5.2.1 Full members at the Annual General Meeting shall elect The Council.

5.2.2 Nominations will be accepted from full members of BSO as directed by the President prior to each AGM.

5.2.3 Members of Council will elect The President from Council.

5.2.4 Members of Council will elect The Secretary and Treasurer from Council.

5.2.5 Members of Council will elect an Academic Officer and an Education Officer from Council.

5.3 Terms of Office

5.3.1 The Chairman/President shall normally serve for 2 years only. They will remain on council for a further 2 years as “past president.”

5.3.2 The Secretary and Treasurer shall have indefinite tenure.

5.3.3 The Academic Officer and the Education Officer shall normally serve for 3 years, renewable once for a further term of 3 years if successful following re-election.

5.3.4 Council Members shall normally serve for 3 years, and be eligible for re-election for a further 3 years only.

5.3.5 The Trainee representative shall be co-opted for a period of up to 2 years. However, he/she will be eligible to stand for Council election within two years, if specialist accreditation has been achieved.

6 MEETINGS

6.1 The annual meeting shall consist of a concise Annual General Meeting and a scientific programme.

6.2 The Annual General Meeting shall present the Association’s accounts, elect new officers to the Council and report on the business of the Association.

6.3 The content of the scientific programme shall be the responsibility of the Council.

6.4 The venue and date of the Annual General Meeting will be agreed by Council.
6.5 Other meetings may be convened by Council at times other than the Annual General Meeting. Council may also arrange academic meetings at other times than the Annual General Meeting. Unless Council agrees to change, the additional Council meetings will coincide with the May and November RSM meetings in London.

6.6 An Extraordinary General Meeting may be called by twenty of the Full Members of the Association or by a majority of Council Members.

7. FINANCES

7.1 The finances of BSO should be identified and protected within the accounts of ENT UK for the use of BSO and will be subject to the same audit procedures.

8 CONSTITUTION

8.1 The constitution may be changed by a two-thirds majority of Full Members attending an Annual or Extraordinary General Meeting.

8.2 Proposed changes to the Constitution will be notified to Full Members, in writing, generally with four weeks advance notice.

19/01/20

Philip Robinson
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