Trustee Guidelines

Eligibility
Full, associate and student DSN members are encouraged to self-nominate as a committee member / trustee of DSN.

Election
DSN officers and committee are annually elected at the AGM as described in the DSN constitution.

All DSN committee members are required (by the Charity Commission) to be trustees of the charity. You are NOT eligible to be a trustee of DSN if you have been disqualified under the Charities Act – the following are some of the reasons why people can be ineligible:

- are disqualified as a company director
- have an unspent conviction for an offence involving dishonesty or deception (such as fraud)
- are an undischarged bankrupt (or subject to sequestration in Scotland), or have a current composition or arrangement including an individual voluntary arrangement (IVA) with your creditors
- have been removed as a trustee of any charity by the Commission (or the court) because of misconduct or mismanagement
- are on the sex offenders' register
- have an unspent conviction for an offence such as bribery or money laundering

Read more about the duties of a charity trustee HERE - Charity Commission guidance re. England & Wales

If you are elected as a committee member / trustee of DSN and subsequently fall under any of the categories of ineligibility described above, you would be expected to inform the DSN chair.
APPRAISAL
If you are a doctor, your role as a trustee of DSN is related to your medical status and should therefore be declared in your ‘roles’ as part of your annual appraisal. You may be able to include aspects of DSN work in relevant sections of your appraisal on discussion with your appraiser.

CLAIMING EXPENSES
DSN trustees are not expected to end up out of pocket as a result of their voluntary role while remaining aware of good practice for the charity in this area. Reasonable expenses e.g. travel will be refunded in accordance with the DSN Expense policy.

COMMUNICATION
The nature of DSN, as an organisation run by volunteer members, means that any of us may need to take a break from our DSN duties at any time. Trustees are expected to try to communicate with their colleagues if this is the case. See the DSN Volunteer policy.

CONFLICT OF INTEREST
Any DSN trustee may, at times, have a conflict of interest with another role and their DSN work. All trustees are expected to familiarise themselves with DSN’s Conflict of Interest policy and to complete a Register of Interest form in the case of a conflict of interest.

INSURANCE / INDEMNITY limitations
DSN’s insurance covers us to provide informal peer support only i.e. our insurance will not cover us to provide medical advice.
Trustees should also be aware that their own indemnity (whether personal or via an employer) would be unlikely to cover the provision of medical advice (as part of DSN activities) unless they have had this cover specifically agreed by their indemnity provider.

This document will be updated when necessary.

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