BMA confidentiality policy
1. Introduction
Information about, or held by the Association, which is not publicly available, can only be
given to others if they are entitled to receive it and must not be used except for the benefit of
the Association.

Elected and appointed members, representatives and external attendees (hereafter
referred to in the collective ‘member/s’) must conduct themselves so as to promote
the success of the BMA and maintain the individual and collective reputation of the BMA.
Members shall be required to observe the confidential nature of all BMA related work.

2. What information is confidential?
In order for a member to fulfil their role effectively and for the benefit of all members, he/she
must feel able to speak freely, challenge the views expressed by others, and expect that their
own views may be subject to challenge. Free and frank debate is central to good governance.

In that context, it is very important that members do not feel any inhibition on their ability
to speak freely, and express views in debate which may be controversial, or which they may
modify in the light of subsequent discussion and consideration. Therefore, it is the policy of the
BMA that confidentiality must be maintained and each member shall keep confidential any and
all information relating to any discussions at meetings and on the list servers (including any and
all materials, e.g., correspondence, reports, etc.) unless compelled by legal process to disclose
such information (or as otherwise agreed by the CEO (chief executive officer).

3. Why is confidentiality important?
It is important that any information discussed and/or disclosed during a committee meeting
or on any list server is kept confidential to members and, to the BMA, as it may:

a. contain information of a commercially sensitive nature;
b. include legal or other professional advice on sensitive or confidential matters;
c. involve matters concerning a named individual, an individual who can be identified or an
individual who has a reasonable expectation that the matters will remain confidential; or
d. contain an individual’s personal information.

4. What is unauthorised disclosure?
Information about the BMA, which is not publicly available, can only be disclosed to others
if they are legally entitled to receive it and must not be used except for the benefit of the
BMA. Members must take all reasonable steps to seek and follow the advice of chairs of
committees and councils and/or appropriate BMA communications teams before accepting,
in a BMA capacity, meetings, interviews or requests for information from the media,
members of Parliament or the press.

In particular, disclosing matters which have been a topic of discussion within a committee
meeting or on a list server to external parties, including by use of social media (such as
Twitter, Facebook etc.) is strictly prohibited.

5. Your acceptance
When a member stands for any BMA elected role or as a representation they are bound by
this confidentiality policy.

6. Breaches of the confidentiality policy
While members are free to discuss the result of actioned items, disclosing any information
concerning the discussion of such items is prohibited. Members acknowledge that any
violation of this confidentiality statement could cause reputational harm to the BMA.
Therefore, any member who violates this policy shall be subject to the BMA Resolution
process.

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BMA 20170187