



Canadian Critical Care
Trials Group

Canadian Critical Care Trials Group Diversity Policy

The intent of this policy document is to ensure that diversity is explicitly addressed in the governance of the CCCTG, its hosting or co-hosting of events, and participation in events by nominated representatives (e.g., representative at meetings held by other networks/ organizations or international meetings/conferences). In addition, this policy aims to ensure that our processes are transparent, visible, and yield measurable outcomes.

It is important that we profile the diversity (including gender, ethnicity, religion, language, or other unique characteristics) of our organization, community-members, and work (e.g., clinical practice guidelines, conference speakers/chairs, meetings, steering/organizing committees) on local, national, and international levels to (i) ensure representativeness, (ii) provide role models, and (iii) foster a sense of community based on inclusivity.

Why is diversity important?

- Inclusion, Diversity, Equity, Accessibility and Anti-racism (IDEAA) are core values of the CCCTG. The IDEAA Committee of the Board of Directors provides leadership in ensuring that CCCTG models IDEAA for the entire critical care community.
- Diversity in composition of our committees and governance will ensure organizational decision-making that reflects a broad range of perspectives. Diversity in life experiences can provide diversity of thought.
- Speaking invitations (on behalf of the CCCTG or events conducted in collaboration with the CCCTG) contribute to the profile of academic scholars and clinicians. By inviting 'under-represented' members of our national critical care community to participate in such events, we enhance their visibility. Visibility, in turn, provides opportunities to create national and international profiles.

Specifically,

- CCCTG Committees should be balanced by age, gender, ethnicity, language, geography, and discipline to reflect the population and our critical care community.
- Speaker diversity and the composition of our organizing committees should reflect the diversity of our membership and our critical care community.
- The CCCTG will advocate for inclusion and representation of women and other gender minorities in its membership and for events that it hosts/cohosts.

In this document, gender refers to the socially constructed roles for women and men, which are often central to the way in which people define themselves and are defined by others. Gender roles are learned, changeable over time, and variable within and between cultures.



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Event Organization Policy

- We will use gender neutral terms (e.g., 'Chair')
- When co-hosting an event with another organization (e.g., signatory, stakeholder, industry or non-industry partner) the CCCTG will work collaboratively with the organization to ensure participant diversity. The CCCTG reserves the right *not* to co-host or endorse events that do not align with this policy.
- Invitations to present at meetings on behalf of the CCCTG (e.g., plenary lectures, keynote speakers, symposia) will be allotted to researchers/presenters that represent the broad diversity of our community. Individuals will be nominated for these opportunities (by our membership or Executive Committee) to ensure balance across geography, gender, ethnicity, and experience.
- The CCCTG will aim for at least 30% (ideally 30-40%) women (approximating the proportion of women who are members of North American critical care societies) on conference organizing committees and as delegated speakers.
- The CCCTG will ensure that sessions included in CCCTG-sponsored events include a diversity of gender among participants including moderators, panelists, and speakers.
- The CCCTG will ensure that early career faculty and inter-professional members are represented on our core and executive committees.
- The CCCTG will aim to record and report speaker and delegate metrics at all events in which it participates or sponsors/co-sponsors
- When hosting or co-hosting an event, CCCTG will also seek to ensure that venues are accessible and barrier free.

Awareness and Reporting

To ensure broad awareness of this policy, we will:

1. Post this policy on the CCCTG website.
2. Reference this policy in conference/meeting materials (e.g., meeting schedules, program, handbook) with which the CCCTG is involved, with links to the CCCTG website.
3. Refer to the policy (in brief) in the opening announcements of meetings/conferences that the CCCTG participates in.
4. Remind the membership about the policy at the time of annual renewal.

Reporting Metrics

CCCTG will track diversity metrics of all authors on CCCTG-endorsed publications and applicants on CCCTG-endorsed grant submissions. We will also administer a demographic survey electronically to all paid members annually. In addition, we will monitor diversity metrics for the CCCTG Board of Directors and Committees.

This information is critical to meaningful reporting and improving inclusiveness and diversity in our processes and our research. High level de-identified metrics will be reported on the CCCTG website.