

Communication Policy

Last Approved:	NOAMA Board	February 25, 2025
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Purpose

This policy outlines the principles guiding NOAMA's communication with Physician Clinical Teachers' Association (PCTA) members and other academic groups. It highlights how effective delivery, credibility, and collaboration are essential to supporting the academic interests of PCTA members and NOAMA.

Scope

This policy applies to all NOAMA communications, initiatives, and important information affecting PCTA members.

Policy Statement

- 1. Direct Communication**
NOAMA will communicate directly with PCTA members on matters relevant to their academic interests and promote scholarly activities across Northern Ontario.
- 2. Credibility and Value**
NOAMA recognizes that the method of delivery affects the value and credibility of information. We aim to use clear and direct communication.
- 3. Limitations on Acting as a Conduit**
While NOAMA may support other academic groups, it will not act as a conduit for distributing external information. Academic groups seeking to reach NOAMA-affiliated members are encouraged to use the NOAMA LEG Lead & Administrator's contact list for their communications.
- 4. Collaborative Communication Management**
Communication is a shared responsibility, requiring collaboration and cooperation among the NOAMA administrative team, NOAMA Board, and our membership.

Implementation

This policy is overseen by NOAMA's administrative team, with all personnel expected to contribute to maintaining clear, credible, and effective communications.

Review and Revision

This policy will be regularly reviewed to ensure its continued relevance and effectiveness. It is recommended that this policy be reviewed at a minimum every 3 years from the last approved.

DO NOT REMOVE THIS VERSION RECORD FROM THIS DOCUMENT

Version	Date	Authors/Comments
1.0	2021.05.11	Original policy
2.0	2025.02.25	Add purpose, scope and other headings