

## McKenzie friend form

Doctor's name: \_\_\_\_\_

Doctor's unique ID: \_\_\_\_\_ Hearing start date: \_\_\_\_\_

### Section A – to be completed by the doctor

I am bringing a McKenzie friend with me to the hearing.

My McKenzie friend is (please tick)

a relative (please state relationship) \_\_\_\_\_

a friend/neighbour/colleague \_\_\_\_\_

other (please specify) \_\_\_\_\_

### Section B – to be completed by the McKenzie friend

Do you have legal representation:    Yes    No

If yes, please specify: \_\_\_\_\_

I have read the code of conduct of the McKenzie friends (see back of form) and confirm that I understand the extent of my role at the hearing.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Please give this form to the tribunal clerk before the hearing begins.

## Code of conduct for McKenzie friends

- ▶ When a doctor involved in a medical practitioners tribunal hearing asks a person to assist, not as a lawyer or as a witness but as a friend, the person assisting is often called a McKenzie friend.
- ▶ This code of conduct summarises what is involved if you are asked to be a McKenzie friend, and what the MPTS will expect of you.
- ▶ If you follow this code of conduct then your involvement may be of material help to the doctor you are assisting and to the hearing.
- ▶ If you have a personal interest in the outcome of the case then before agreeing to assist you should think about whether someone else who does not have a personal interest might be better placed to assist.
- ▶ You may attend the hearing unless the MPTS tribunal says you cannot.
- ▶ You may read the papers for the case unless the MPTS tribunal says you cannot.
- ▶ On arrival at the hearing centre you should let the staff at the MPTS know that you have been asked to assist.
- ▶ You can take notes, help with case papers and give advice to the person you are assisting. However, you cannot represent the doctor, make submissions or question witnesses.
- ▶ Normally the doctor you are assisting will be the one to speak to the chair of the tribunal. But if they cannot manage, the chair may let you speak instead.
- ▶ You must always follow any instructions given by the chair.
- ▶ If the chair asks the doctor to do something, please encourage them to do it, and remind them of any deadlines.
- ▶ You should be courteous at all times.
- ▶ You should try to ensure that the way in which you assist does not cause any disruption or distract others. This is particularly important when someone else is speaking to the chair or the chair is speaking.

- ▶ You must behave with honesty and not do anything that might mislead the tribunal or anyone else.
- ▶ Please remember at all times that you are there to assist the doctor, and not on your own behalf.