

RANZCOG Respectful Workplaces Workshop Registrant Terms & Conditions

The RANZCOG Respectful Workplace Workshop are hosted by The Royal Australian and New Zealand College of Obstetricians and Gynaecologists (RANZCOG). Unless otherwise specified at the time of registration, Workshops will be delivered online. RANZCOG will notify registrants if a Workshop is to be delivered in a face-to-face format.

Acceptance

By clicking “Accept and Register”, Register “I acknowledge that I have read and agree to these Terms and Conditions and that:

- The accuracy, credibility, validity and reliability of any information, document, recommendation, opinion, statement or otherwise contained in the RANZCOG Respectful Workplace Workshop RANZCOG 2026 has not been verified by RANZCOG.
- I agree that I will consider my own circumstances and understand that RANZCOG encourages me to consider or seek professional advice on the matters in this Agreement and information/materials contained in sessions at the RANZCOG Respectful Workplace Workshop.
- RANZCOG is not responsible for any outcome or result arising whatsoever from the information provided.
- I agree to comply with the requirements of the **RANZCOG Privacy Policy** and these Terms and Conditions with respect to information obtained from the RANZCOG Respectful Workplace Workshop

Attendance & Participation

Attendance at and participation in the RANZCOG Respectful Workplace Workshop is for my own educational purposes, and to the extent that I can provide comments, feedback, and other contributions, I will do so in good faith, and only to express my personally held opinions.

Attendance and access to RANZCOG Respectful Workplace Workshop materials is subject to confirmation of registration upon receipt of payment by RANZCOG.

If the RANZCOG Respectful Workplace Workshop is unable to proceed in a face-to-face format due to circumstances outside RANZCOG’s control, the event will be rescheduled to a later date, and you will be notified. If you do not wish to attend on the new date, you may request a full refund. Credit card surcharges will not be refunded under any circumstances.

COVID-19 In-Person Workshop Attendance Advice

For a face-to-face workshop RANZCOG will work closely with the venue to ensure that the event is run in accordance with these guidelines and laws. RANZCOG will continue to closely monitor government advice regarding public gatherings and will follow all relevant health advice from the Australian government in relation to COVID-19.

In line with government advice, we request people that anyone who is unwell with cough, fever, or other respiratory symptoms does not attend the event. We also ask that you follow government advice, maintain good hygiene, and remain up-to-date with the recommended Covid-19 vaccinations.

RANZCOG will continue to closely monitor government advice regarding public gatherings and will follow all relevant health advice from the Australian government in relation to COVID-19.

Workshop Registration Inclusions

Registration includes online attendance at the workshop, unless otherwise specified by RANZCOG.

Payment

All prices are in Australian dollars (AUD) and are inclusive of GST. Payment must accompany your registration. Registration of the RANZCOG Respectful Workplace Workshop is only confirmed once payment has been received by RANZCOG. RANZCOG will not be responsible for any exchange rate fluctuations.

Credit Card

MasterCard and Visa are accepted.

Cheque & EFT Payments

Payment by Cheque or EFT is not accepted.

Cancellation Charges applicable for Workshops

Registration cancellations will not be accepted unless made in writing to the RANZCOG Educational Workshop Coordinator at workshops@ranzcoг.edu.au

Conditions	Charges Applicable
More than 30 days prior to Workshop Date	100% refund less 10% administration fee
30 days or less prior to Workshop Date	50% refund less 10% administration fee
After the Workshop Date	No refund available
No refund will be paid following failure to attend without notice	

Where there are extenuating circumstances, a full refund of the registration fee may be considered by and at the discretion of RANZCOG by emailing the RANZCOG Educational Workshop Coordinator at workshops@ranzcoг.edu.au. Should a full refund of the registration fee be granted, credit card surcharges will not be refunded, and an administration fee will still apply.

Refunds will be processed via the original payment method used for the transaction (e.g., credit card debit, bank transfer, digital wallets or online payment platform). If that payment method is no longer valid, including where accounts or card has expired, been cancelled, closed, or replaced, it is the Participant's responsibility to notify RANZCOG in writing as soon as possible.

Where, RANZCOG is unable to process refunds to alternative payment methods when the original payment method is no longer valid, RANZCOG will not be liable for any loss suffered due to delay or inability of Third Parties (Financial Institution) to facilitate the refund.

Insurance

Registration fees do not include insurance. All participants are advised to procure their own insurance to cover all risks including (but not limited to) costs of registration and ticket fees, personal property, health and medical expenses, injury, death, any travel and accommodation, and all other risks. RANZCOG will not be held liable for any claims under any circumstances.

The Participant acknowledges that if they choose to attend the RANZCOG Respectful Workplace Workshop, this is at their own discretion, and they are responsible for seeking advice on refunds or cancellations prior to booking travel and accommodation should any State or Territory Government restrictions be announced.

For participants attending a face-to-face workshop, the Participant acknowledges that they are personally responsible for complying with all applicable public health advice and any mandatory quarantine requirements imposed by the State or

Territory in which the workshop is held, or their home State or Territory Government, before, during, or after the workshop, at their own expense.

Please refer to the Australian Competition and Consumer Commission (ACCC) [page](#) for more information and advice to consumers on travelling during COVID-19.

Workshop Content

The information shared by presenters at the RANZCOG Respectful Workplace Workshop represents the opinion of the presenter alone, and RANZCOG does not endorse, nor verify the accuracy, credibility, validity, and reliability of any RANZCOG Respectful Workplace Workshop material.

I will assess the suitability of the Workshop for my own personal educational purposes, and acknowledge that the use of or reliance on the Workshop materials is at my own risk. RANZCOG will not be responsible for any use of or reliance on the RANZCOG Respectful Workplace Workshop materials.

RANZCOG reserves the right to make reasonable changes to content where necessary.

Code of Conduct

By agreeing to the event's Terms and Conditions, participants are expected to behave in a professional and appropriate manner consistent with the [RANZCOG Code of Conduct](#).

Allocation of CPD hours

Registered participants will receive CPD hours for attendance at the RANZCOG Respectful Workplace Workshop. For those who are eligible, this workshop accrues **2 CPD hours** under Educational Activities and **2 CPD hours** under Performance Review. These hours will be uploaded on your behalf.

Copyright & Intellectual Property

The owner of the RANZCOG Respectful Workplace Workshop material grants me a revocable licence to use the materials solely for my personal educational purposes. I agree that I must not use or commercialise the RANZCOG Respectful Workplace Workshop material for my own commercial gain.

By submitting a request to register, I will comply with RANZCOG's policies and requirements relating to intellectual property rights.

Consent & Confidentiality

I will not disclose RANZCOG's confidential information without prior written consent.

RANZCOG may collect my personal information for the administration of RANZCOG Respectful Workplace Workshop, for security, legal, future marketing, and promotional purposes, in accordance with its [privacy policy](#).

RANZCOG agrees that it will not disclose your confidential information without your prior written consent, except where required to facilitate the RANZCOG Respectful Workplace Workshop or where required by law.

Recording & Photography

The RANZCOG Respectful Workplace Workshop may be recorded or photographed. I acknowledge that by attending (including online participation), I may be incidentally captured in such recordings or photographs, and I consent to their use for RANZCOG's educational, promotional, or administrative purposes.

Force Majeure

RANZCOG will not be liable for any delay, cancellation, or failure to deliver the RANZCOG Respectful Workplace Workshop due to events beyond its reasonable control, including but not limited to natural disasters, industrial disputes, acts of God, terrorism, or government restrictions.

To the fullest extent permitted by law, RANZCOG excludes all liability for any loss, damage, injury, or expenses suffered in connection with attendance at the RANZCOG Respectful Workplace Workshop except where such liability cannot be excluded by law.

To the extent permitted by law, all statutory or other warranties, conditions, descriptions, or recourse, express or implied, regarding the RANZCOG Respectful Workplace Workshop are expressly excluded.

In General

Unless required by an applicable law, RANZCOG will not be responsible for any direct or indirect costs or losses incurred in any circumstances.

To the extent permitted by law, any statutory or other warranty, condition, description, or recourse, express or implied as to the RANZCOG Respectful Workplace Workshop is expressly excluded by RANZCOG.

Further Information

For further information please contact the RANZCOG Educational Workshop Coordinator.

Email: workshops@ranzcoг.edu.au

Phone: +61 (03) 9412 2916

Website: www.ranzcoг.edu.au

In these Terms and Conditions:

Confidential Information of a party means any information, including Personal Information, which is notified to be confidential, or which is confident by nature.

Information means any information, document, recommendation, opinion, statement or otherwise published, commented, posted, or otherwise made available in the RANZCOG Respectful Workplaces Workshop.

Intellectual Property means information, trademarks, patents, designs, circuit layouts, copyrights, know-how and all other rights.

Personal Information means personal, sensitive or health information of or about an individual within the meaning of Privacy Act.