



Canadian Osteopathic Medical Student Association Constitution

ARTICLE I – Organization Title

The name of this association shall be the Canadian Osteopathic Medical Student Association, abbreviated as COMSA. COMSA is a student affiliate of the Canadian Osteopathic Association (COA).

ARTICLE II – Mission

The Canadian Osteopathic Medical Student Association (COMSA) is dedicated to:

- To help foster the growth and development of Osteopathic Medicine throughout Canada.
- Educating Canadian pre-medical students on Osteopathic Medicine and the USDO pathway.
- Supporting and advocating for Canadian medical students at US osteopathic medical schools.
- Supporting and advocating for Canadian osteopathic medical graduate opportunities in the United States and Canada.

ARTICLE III – Membership

To be a member of the COMSA, an individual must be a Canadian enrolled in a Commission on Osteopathic Accreditation accredited osteopathic school in the United States, a Canadian Osteopathic Medical Resident, or a member of a Pre-COMSA undergraduate organization.

ARTICLE IV – Code of Ethics

The Code of Ethics of COMSA shall be a version of the Canadian Medical Association and American Osteopathic Association Code of Ethics modified to reflect the role of a medical student in the clinical and educational landscape. COMSA shall abide by these codes as a cornerstone of physicians in training.

ARTICLE V – Officers and Representatives

Part 1 - Officers

The COMSA Executive Board (E-Board) shall be the administrative and executive body of the association. The E-Board shall be responsible for conducting the affairs of COMSA, and shall have the power to conduct all business of an immediate nature where not inconsistent with the goals and Constitution of the organization. The E-Board will be appointed by the out-going E-Board of the organization, and be comprised of current COMSA members. If a position cannot be filled, the E-Board will work together to act in that missing role, while continuing to find a member to fill the role.

Duties for the individual positions shall be outlined within the Constitution of COMSA. However, all members are encouraged to keep relevant sections on the COMSA website updated as regularly as needed/possible.

- COMSA President or Co-Presidents
 - This Position is to be held by an OMS-III or IV.
 - Lead and motivate all of his/her peers whom he/she was chosen to represent.
 - Provide guidance and support to members of COMSA in fulfilling their duties and responsibilities.
 - Monitor and oversee all functions and activities conducted by other national COMSA officers.
 - The president reserves the right to replace members of COMSA for not meeting expectations within their designated role.
 - Represent COMSA at national conferences, if possible. If the president is unable to attend, the national vice-president or a suitable national officer shall be chosen by the president, if possible.
 - Communicate and build relationships with board-prep companies and/or similar organizations with an intent to establish co-sponsorship agreements to help generate funding and/or advance any efforts put forth by COMSA.
 - Communicate with other local, national and international organizations, associations, task forces, or other stakeholders that represent the osteopathic profession, such as SOMA.
 - Collaborate with other members in any legislative efforts put forth by COMSA.
 - Direct national members to appropriate contacts and officers when inquiries about COMSA are made.
 - Oversee the logistics of applying to the Canadian Residency Matching Service (CaRMS)—keeping the organization and its members up to date on relevant information in regards to applying CaRMS as Osteopathic Medical Graduates
 - Monitor and oversee policy changes that affect CaRMS provincial eligibility.
 - Respond to policy changes by working with the COMSA president, vice-president, and when appropriate, the Canadian Osteopathic Association (COA).
 - Oversee the logistics of applying to the United States Residency Match – keeping the organization and its members up to date on relevant information in regards to applying to The Match as a Canadian Citizen.
 - Monitor and oversee policy changes that affect J1 and H1B visa sponsorship.
 - Respond to policy changes by taking appropriate legislative action with the COMSA President and Vice President, which may include writing letters on behalf of COMSA to appropriate authorities.
 - Establish a relationship and work with other organizations representing Canadians seeking US medical residency training, such as the Society of Canadians Studying Medicine Abroad (SOC SMA).
 - Cover the duties and responsibilities of other national officers upon failure of their efforts.

COMSA Vice President

- This Position is to be held by an OMS-III or IV.
- Serve as the interim-president in the absence of the national president.
- Communicate regularly and assist the national president with his/her efforts and responsibilities.
- Communicate and build relationships with board-prep companies and/or similar organizations with an intent to establish co-sponsorship agreements to help generate funding and/or advance any efforts put forth by COMSA.
- Communicate with other local, national and international organizations, associations, task forces, or other stakeholders that represent the osteopathic profession, such as SOMA.
- Keep record of all contact information received from COMSA school representatives and the Pre-COMSA societies.
- Communicating with COMSA Student Ambassadors of USDO schools, directing communication from Canadian PreMeds to relevant ambassadors, gathering school specific materials/pamphlets/flyers to be used in DO promotional seminars.
- Oversee the logistics of applying to the Canadian Residency Matching Service (CaRMS)—keeping the organization and it's members up to date on relevant information in regards to applying CaRMS as Osteopathic Medical Graduates
- Monitor and oversee policy changes that affect CaRMS provincial eligibility.
- Respond to policy changes by working with the COMSA president, vice-president, and when appropriate, the Canadian Osteopathic Association (COA).
- Oversee the logistics of applying to the United States Residency Match – keeping the organization and it's members up to date on relevant information in regards to applying to The Match as a Canadian Citizen.
- Monitor and oversee policy changes that affect J1 and H1B visa sponsorship.
- Respond to policy changes by taking appropriate legislative action with the COMSA President and Vice President, which may include writing letters on behalf of COMSA to appropriate authorities.
- Establish a relationship and work with other organizations representing Canadians seeking US medical residency training, such as the Society of Canadians Studying Medicine Abroad (SOCSMA).
- Update COMSA with pertinent information obtained by SOCSMA.
- COA Liaison
 - This Position is to be held by an OMS-III, IV, or an Osteopathic Medical Resident.
 - Interfacing with the Canadian Osteopathic Association (COA), communicating and working with the organization on matters of Osteopathic Advocacy in Canada.
 - Keeping the COA informed on COMSA activities.
 - Linking Osteopathic Medical Residents with the organization to build and foster professional support.

- Director of Education
 - This Position is to be held by an OMS-II, III, or IV.
 - Establish communication with undergraduate pre-medical societies at Canadian universities to promote the awareness of Osteopathic Medicine.
 - Create digital content to increase awareness of Osteopathic Medicine among Canadian pre-meds, in partnership with the Director of Social Media
 - Create digital content to assist Canadian pre-meds in applying to Osteopathic medical schools, in partnership with the Director of Social Media.
 - Assist in the organization of educational seminars at Canadian university campuses.
- Director of Pre-Osteopathic Medicine Societies
 - This Position is to be held by an OMS-I, II, III, or IV.
 - Act as a link between COMSA and Canadian Pre-Medical/Pre-Osteopathic Medicine societies at Canadian universities, maintaining at minimum monthly contact with these organizations.
 - Organize information seminars (in-person or via digital conference) to educate Canadian pre-med students on Osteopathic Medicine.
 - Assist the President and Vice President with developing and fostering mentorship programs between Upper Year and Lower Year Canadian Osteopathic Medical Students/Residents, and between Canadian Premedical Students and Canadian Osteopathic Medical Students.
- Director of Social Media
 - Maintaining and monitoring COMSA site (studentdo.ca), Instagram page, and facebook page, updating these outlets with relevant information pertaining to Canadian DOs.
 - Generate flyers for event/seminar promotion that COMSA is involved with.
 - Working with other members of the board to foster, develop, and support Pre-COMSA, and provide social media promotion for COMSA.
 - Working with the President, Vice President, and Director of Education to help promote COMSA and Osteopathic Medicine, and educate Canadian students via social media (facebook, twitter, Instagram, premed101 Canadian forums).
 - Working with the President, Vice President, Director of Education, and Director of Pre-Osteopathic Medicine Societies to help promote and develop Pre-COMSA societies at Canadian universities.

Part 2 – Representatives

To help foster the growth of Osteopathic Medicine for Canadians, members will be encouraged to act as COMSA representatives at their respective institution. The role of the representative shall be outlined:

- Keep record of all Canadian citizens currently studying at their medical school (OMS-I to OMS-IV).
- Gather the contact information of the above Canadian citizens (name, email) and forward this information to the COMSA vice-president by October of the respective academic year.
- Contact the Canadian OMS-IV's at their school to record where each student has matched (program, speciality, location, visa type). This information must be forwarded to the COMSA vice-president by April of the respective match year.
- Forward, when requested, updates and information from COMSA to these Canadian citizens;
- Assist specific board prep companies (as determined by COMSA) with setting up webinars and promoting their products to their respective second year class.
- Contact their school administration office by September of the respective academic year to request that school specific pamphlets, flyers, or advertisements be sent to COMSA for the purpose of providing resources to premedical students.

The E-Board will do it's best to choose a representative from the pre-clinical and clinical years. However, if two individuals cannot be found or chosen, a single representative shall be chosen. This individual will transition to be both a Pre Clinical and Clinical Years representative when they become an OMS-III.

ARTICLE VII – Replacement of Officers and Representatives.

Part 1 – Transitions

During the out-going presidents' final year (OMS-IV), applications for the E-Board will be put out to the COMSA membership, and collected for the new E-Board. Applications should be put out during the first half of the president's final year, with the new board chosen by the second half (the new year) of that final year, so that the E-Board can begin to transition over starting in the new year. Applications will be put out for all listed positions as stated in the constitution. If a position cannot be filled, the new E-Board will assume responsibility of that vacancy, as well as looking for a member to fill said vacancy.

For school representatives, we encourage students transitioning from OMS-II to III to help find and pick a new OMS-II representative, provided there is a Canadian citizen studying at their institution in the year below them.

Part 2 – Removals

If a member of the E-Board is not acting in accordance to their responsibilities listed, the President reserves the right to remove this individual from their position and either – assume that role, spread that role amongst the rest of the board, or find a new member to fill that position.