



Behavioral Healthcare Partners of Central Ohio, Inc.

Leading the way to recovery...

Code of Ethics

A Code of Ethics serves to benefit persons served and members of society in general, as well as professionals from other disciplines, by indicating what can be expected of a Behavioral Healthcare Partners of Central Ohio, Inc. [BHPCO] employee or volunteer. Reflected in each principle of this Code of Ethics is the fundamental belief that the employee/volunteer will maintain a vital concern for the effects of his or her acts on the lives and well-being of other persons.

General Principles

1 To believe in the dignity and worth of all human beings and to pledge to provide service for the welfare and betterment of all members of society, regardless of race, creed, disability, marital status, color, gender, religion, age, national origin, sexual-orientation or other individual characteristics unrelated to the person's problem for which he or she is being treated.

2 To recognize the right to humane treatment of those suffering directly or indirectly from mental illness, alcoholism or alcohol abuse, drug, or other problems and to promote and assist in the recovery of all persons served by providing care to the best of my ability.

3 To maintain an objective, professional, non-possessive, non-judgmental relationship with all persons served.

- Employees/volunteers shall not display favoritism or preferential treatment of one client or group of clients, over another.

- No employee/volunteer may deal with any client except in a professional manner that will support the approved goals of the program. Specifically, employees/ volunteers must never accept for themselves, any member of their family, or others, any personal (tangible or intangible) gift, money, gratuity, favor or service from a client or from a client's family or close associate, no matter how trivial the gift or service may seem. All employees/volunteers are required to report to the Program Director any violation or attempted violation of these restrictions. In addition, no employee/volunteer shall give any gifts, favors, or services to clients, their families or close associates.

4 Employees/volunteers may not engage in any conduct which is criminal in nature or which would bring discredit upon the organization. The organization shall ensure that the conduct of all employees/volunteers is consistent with the terms, conditions and spirit of the contract. All employees/volunteers shall avoid misconduct and the appearance of misconduct.

5 To avoid exploitive relationships with clients or their families including but not limited to; dating and/or sexual intimacies, business or financial relationships outside of the treatment context (e.g., selling, buying or trading personal property).

6 No employee/volunteer shall have any outside contact (other than incidental contact) with a client, ex-client under supervision, family or close associates, except for those activities which are an approved, integral part of the organization's program and a part of the employee's/volunteer's job description.

7 To adhere strictly to the established rules of confidentiality of all records, materials and knowledge concerning clients in accordance with all current government regulations.

8 To acknowledge that employees/volunteers sometimes differ in views and positions and to handle such differences in a professional manner.

9 To contribute to research concerning treatment, provided such research is in compliance with appropriate research standards for human subjects.

10 To refrain from undertaking any activity where my personal conduct is likely to result in inferior professional services, denigrate the profession in general, or constitute a violation of law.

11 To refrain from any form of abuse, harassment, retaliation, or threatening behavior.

12 To accurately represent and provide services consistent with my competence, training and experience.

13 If an employee becomes aware of a violation of the organization's Code of Ethics, they shall make a report to the Corporate Compliance Officer according to paragraph D of 12.02.

14 To treat the personal property of employees/volunteers and clients, and the property of the organization with respect.

15 To act in accordance with my role within the organization when utilizing my signature, electronic or otherwise, to authorize, witness or approve services or activities for the organization or the client.

16 To maintain professional credentials, licenses, certification and necessary training for one's position in the organization, including annual Code of Ethics training.

17 To regularly evaluate my own professional strengths, limitations, biases and levels of effectiveness, striving for self-improvement and seeking professional development through further education and training.

Business, Marketing, and Fund Raising Principles

1 To exercise the highest level of ethics in all financial transactions and investments.

2 To prohibit any conduct that may result in or contribute to waste, fraud, abuse and other wrongdoing.

3 To pay debts in a timely, appropriate manner.

4 To maintain appropriate and effective checks and balances in all of accounting and bookkeeping practices and activities.

5 To ensure that all services and fees are reasonable, fair, and equitable.

6 To ensure that commission-based fund raising for the organization not be of dishonest marketing tactics or any falsification of its accomplishments of any kind.

7 To establish and monitor procedures through which employees/volunteers can solicit funds on behalf of a personal cause. Personal fund raising shall be in keeping with the values and mission of the organization and done in a manner that provides minimal distraction in the professional environment and does not interfere with the employee's job duties. Such efforts shall be authorized by the President & CEO, or designee and shall be conducted in designated venues such as the organizational newsletter or in the designated locations in each facility.

8 To refrain from having clients sell items on behalf of the organization or permit clients from engaging in personal fund raising efforts on the organization's premises.

Human Resource Principles

1 To follow its policies and procedures to ensure that volunteers, employees and/or prospective employees are free from discrimination in the selection, retention and termination of employment.

2 To initiate, maintain and review contractual agreements in keeping with all applicable federal, state and local laws and regulatory and accrediting bodies. The Codes of Ethics outlined herein shall apply to such contractual relationships, as applicable.

4 To operate in accordance with the following core principles established by the Society for Human Resource Management's Code of Ethical and Professional Standards on Human Resource Management (www.shrm.org/ethics):

5 To be ethically responsible for promoting and fostering fairness for all employees.

6 To protect the rights of individuals, especially as it pertains to the acquisition and dissemination of information.

Core Values Vision Mission

Our Mission: To improve and save lives by serving the healthcare needs of those who experience mental illness and/or addiction related conditions.

Our Vision: To be the most trusted, highly effective and accessible provider of behavioral healthcare services in the region with a unique ability to provide a continuum of integrated, cost-effective services addressing a broad spectrum of needs.

Our Core Values

Our highest priorities, deeply held beliefs, and fundamental driving forces:

Accountability

Agility

Collaboration

Communication

Compassion

Diversity

Empowerment

Excellence

Growth

Innovation

Integrity

Optimism

Responsiveness

Unity