

## STAFF TRAINING CODE OF CONDUCT

**FACILITY NAME:** \_\_\_\_\_

**PRESENTED BY:** \_\_\_\_\_ **ON** \_\_\_\_\_

- Reviewed required elements of a Compliance Program
- The Code of Conduct (COC) outlines the behaviors expected of all employees, volunteers, and contractors. The COC addresses relationships between employees/volunteers/contractors and residents, local community, other healthcare providers, companies with which the facility does business, government entities and other entities.
- The COC is related to the Compliance Program in that the Compliance Program is designed to implement the COC and to prevent or detect and resolve violations of applicable laws and regulations.
- Basic expectations of the COC are
  - Cooperation with the Compliance Program
  - Honesty and lawful conduct, including reporting fraud, waste and abuse; non-discrimination; maintaining confidentiality; and not accepting inappropriate gifts.
  - Provision and maintenance of quality care to all residents, including maintaining a culture of resident safety; respecting residents and their personal choice; treating residents without discrimination; and complying with mandatory reporting requirements.
- Questions regarding the COC or Compliance Program can be addressed to a supervisor, the Compliance Officer, or the anonymous and confidential Compliance Hotline.

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