

## **CODE OF ETHICS**

PathPoint pledges to set the standard for professional conduct by acting legally, ethically and with integrity in all matters. We know that acting ethically builds credibility, both within our organization and throughout the community within which we operate. The Board of Directors, the President/CEO, the executive staff, and the employees are committed to making PathPoint an organization with the highest possible value for the people we serve and our community. We will accomplish this by saying what we mean, by meaning and doing what we say, by making a positive difference in the lives of the people we serve, and thereby in the lives of their families, and in the lives of our staff, our community partners and our stakeholders, and by abiding by the following Code of Ethics:

**1. ORGANIZATIONAL VALUES:** PathPoint services and supports will be guided by the values adopted by the Board of Directors and the codes of ethics for the relevant positions in our field and by adhering to the following ethical standards:

### **Trustworthiness**

To be truthful in all our dealings, to be honest and forthright with one another and with the people we serve, and with their families, and our community partners and stakeholders, to be sincere and candid, to have integrity in all our dealings, to be reliable by avoiding unclear or unwise commitments, and to avoid bad faith excuses.

### **Respect**

To treat one another with dignity and fairness appreciating our diversity and the uniqueness of the people we serve, our employees, our community partners and our stakeholders, to be civil, courteous and decent, to exercise authority in a responsible way, to tolerate individual differences of opinion and belief, and to judge others only on the content of their character.

### **Responsibility**

To be responsible for our choices, to be committed to excellence, to honor our commitments, to ensure that the people we serve have the highest quality of life possible, to produce and deliver participant centered services with expected outcomes in a timely manner at a fair cost, to be accountable, to be informed, to provide and exhibit leadership in our field, to ensure that we act with diligence in all we do, to look for ways to improve our work, to show self-restraint when necessary.

### **Fairness**

To respect and protect individual rights, to treat all people equally, to follow the law and to have an open and impartial dispute resolution process, to be fair and impartial in our dealings with the people we serve, our employees, our community partners and our stakeholders, to speak up and report concerns – including violations of laws, regulations, ethical standards and organizational policies, and to seek clarification and guidance when in doubt.

### **Caring**

To show care, compassion and empathy towards the people we serve and their families, and to have a genuine concern about the welfare of our co-workers, community partners and

stakeholders, to show gratitude and appreciation, to support each other, to admit our mistakes, and to forgive when forgiveness is sought.

### **Citizenship**

To know and obey laws, to stay informed, to work in partnership with our stakeholders in service to our community, and to act with pride and confidence in our community as representatives of PathPoint.

- 2. PROMOTING A POSITIVE WORK ENVIRONMENT:** By doing our best, with the help of all our staff, to create a workplace where employees feel respected, satisfied and appreciated.
- 3. PROMOTING A SAFE WORK ENVIRONMENT:** By being committed to providing a drug-free, safe and healthy working environment.
- 4. AVOIDING CONFLICTS OF INTEREST:** By avoiding in practice or appearance favoritism, influence, or activity that might impair or appear to impair our ability to make fair and objective decisions and judgments while performing our work.
- 5. MAINTAINING CONFIDENTIALITY WHILE REMAINING ACCOUNTABLE:** By understanding that to compromise confidentiality is illegal, that to misrepresent, withhold or falsify information is unethical and may be illegal, and that to hide behind confidentiality to avoid accountability is also unethical.
- 6. PROTECTING THE RIGHTS OF PERSONS SERVED:** By setting the standard for professional conduct in all interactions with PathPoint participants to protect the participant from potential abuse stemming from the power imbalance inherent in the staff/participant relationship.
- 7. ADDRESSING VIOLATIONS OF OUR CODE OF ETHICS:** By fully investigating, in accordance with relevant policies and procedures, any reported or observed conduct or situation that violates the principles and intent of our Code of Ethics, or any applicable laws, regulations, policies and procedures; and by taking prompt and appropriate action that is consistent with our values.