



This Code of Conduct is a brief statement of the basic principles that Cornell Scott-Hill Health Center – the corporation, members of its board of directors, its employees and its volunteers – is committed to follow. Specific policies and procedures in the Cornell Scott-Hill Health Center Policies and Procedures Manual should be consulted for additional detail.

Adopted by the Board of Directors June 2008

RESPECT

- Consistent with our mission statement, we will continually strive to provide our patients and clients with the best available medical, dental, behavioral health and preventive care.
- We will provide patient care without regard to race, color, religious creed, ancestry, national origin or citizenship, age, sexual orientation, gender identity or expression, marital status, mental or physical disability, veteran status, financial status or ability to pay. We will respect patients' dignity, privacy and cultural values.
- We will treat patients' protected health information with the highest degree of confidentiality, consistent with federal and state laws and CS-HHC procedures.

RESPONSIBILITY

- We will avoid conflicts of interest. Personal, outside interests will not interfere with the interests of the Center. We will not use our position, corporate property or information obtained as a result of our position for personal gain or improper purposes. Providers will not refer patients for treatment to a practice in which they, a relative or a close associate has a financial interest. We will not give, accept or solicit gifts, gratuities or professional courtesies that are contrary to the CS-HHC Gifts and Gratuities Policy. We will not accept or offer any bribe, kickback, gratuity or other payment made to influence a business decision. We will not offer anything of value to a government official or other third party in an effort to influence business or to gain special treatment as an individual or an organization.

INTEGRITY

- We will comply with all applicable laws and regulations. We are responsible for knowing what laws apply to our work. We will report fraud or other illegal activity through appropriate compliance procedures, and we will not retaliate against individuals who report fraud or wrongdoing in good faith.
- We will deal fairly and honestly in our business and professional relationships with patients, other employees, contractors and public officials.
- We will bill public and commercial healthcare insurers for necessary and appropriate treatment that we actually provide in accordance with the terms of our contracts and grants.

COMMITMENT

- We will show respect for patients, employees and others with whom we do business by providing clean, safe, and environmentally-sound clinical areas and work environments, free from discrimination and harassment. We will maintain a drug-free workplace.
- We will protect company assets and use them for business purposes only, without carelessness and waste.
- We understand that we are a tax-exempt organization and a federally qualified health center. This valuable status imposes certain restrictions on our conduct that are not applicable to other corporations or healthcare institutions. We will engage only in permitted political and fundraising activities in a manner that does not jeopardize our status.

HONOR

- We believe we have a social responsibility to our neighbors and the communities that we serve, and we will strive to demonstrate that whenever possible.
- We will attempt to have our vendors, suppliers, independent contractors and other outside persons and entities comply with this Code of Conduct.
- If we are in doubt about something not explicitly covered in this Code, we take the high road and follow its spirit.

“Integrity is doing the right thing, even if nobody is watching.”

– Anonymous