

<b>542.0</b>	<b>CODE OF ETHICAL CONDUCT</b>	<b>542.0</b>
<b>Application:</b> All Employees		<b>References:</b> NSDRC Code of Ethical Conduct for Employees

**POLICY:**

Employees adhere to the NSDRC's Code of Ethical Conduct for Employees.

**REASONS FOR POLICY:**

The Code of Ethical Conduct for Employees provides a framework for ethical practice in the delivery of supports and services.

**PROCEDURES:**

1. Employees receive the Code of Ethical Conduct for Employees in their **Employment Policies Handbook**.
2. Employees are required to indicate acceptance and agreement with the Code by signing the **Acceptance of Conditions of Employment Form 523.0A**. Please see **Employment Policy 523.0 Acceptance of Conditions of Employment** for more information.
3. The Code of Ethical Conduct for Employees is found on Page 2 of this policy, available in the reference copies of Policies **and Procedures Volume 2: Employment and Occupational Health & Safety** located at program sites and the Association Office.
4. Allegations of violations of the Code of Ethical Conduct are addressed through **Employment Policy 605.0 Service Quality Complaints**.

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### **NSDRC CODE OF ETHICAL CONDUCT**

The North Shore Disability Resource Centre (NSDRC) recognizes that many ethical decisions are required when supporting people. The following Code of Ethical Conduct provides a basis for resolving ethical questions and dilemmas by establishing guidelines for responsible behaviour.

While the statements in the Code of Ethical Conduct provide specific direction in addressing some ethical problems, situations may also require employees to combine these statements with sound judgment, and knowledge of the core values expressed in the Association's Mission, Vision and Values Statements. These core values recognize the importance of respect, equality, family and support networks, collaboration, and diversity.

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1. We will respect the right of individuals to make decisions affecting their life, e.g.: health, finances, lifestyles, and friendships.
2. We will treat all people with respect, and value each person for their capacities and contributions.
3. We will treat all personal information acquired in the course of our duties as confidential.
4. We will provide supports and services to the best of our ability, adhering to professional standards.
5. We will respect the dignity and privacy of the people we support while carrying out our duties.
6. We will not engage in, or support, the exploitation of individuals or families for private or personal gain.
7. We will not discriminate against any individual on the basis of race, religion, gender, sexual orientation, political belief, ancestry, age, ability, or marital status.
8. In cases of conflict, we will work openly with all parties to make decisions as part of a team.
9. We will promote awareness of issues affecting people with disabilities within the community.

APRIL, 2001 (Revised Sept/03)

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