

SANILAC COUNTY COMMUNITY MENTAL HEALTH AUTHORITY

ADMINISTRATIVE POLICY

NUMBER: BA021

NAME: CODE OF ETHICS

INITIAL APPROVAL DATE:	04/30/1996	BY: Sanilac CMH Board
STAKEHOLDER REVIEW:	10/04/2023	BY: Consumer Advisory Board
(LAST) REVISION DATE:	09/21/2023	BY: Policy Committee
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DISCONTINUED DATE:	N/A	REPLACED BY: N/A

I. **PURPOSE**

To document the practice of the Agency, its staff, and Board members, to maintain the highest standards of ethical behavior in situations in which it may be perceived that they are representing the Agency.

II. **APPLICATION**

Populations: **ALL**
Programs: **Direct - ALL**
Contracted - ALL

III. **POLICY AND STANDARDS**

It is the practice of Sanilac County Community Mental Health Authority (Sanilac CMH) that all staff and Board members maintain the highest standards of ethical behavior. Sanilac CMH's goal is to assist with and promote recovery within our community without crossing workplace or home life boundaries. As Sanilac CMH serves a small community, Sanilac CMH understands that many employees may have personal relationships with the individuals that Sanilac CMH serves. If an employee has a personal relationship with an individual served, they should not be involved in providing treatment, work directly with (such as providing a Sanilac CMH covered service), or have access to the individual's treatment record in OASIS. Employees need to be mindful while coordinating care that information is not shared with other staff who may have personal relationships with an individual served. Some examples of a personal relationship may include family members, friends, and neighbors.

If a staff member discovers they are working with an individual with whom they have a personal relationship, the staff member will inform their supervisor or HR. The supervisor or HR will determine whether the individual will be transferred to a different service provider. If an employee questions whether a relationship crosses the boundaries discussed in this policy, the employee is encouraged to report the relationship so that boundaries can be clearly defined.

Sanilac CMH Staff and Board members need to be mindful of any situations in which their position is utilized for personal/professional gain. These types of behaviors will not be tolerated by the Agency. Abuses of station and power, either towards other staff or the individuals we serve, will not be tolerated by the Agency and may result in sanctions, disciplinary action, up to and including separation from the Agency. Examples include hiring individuals or staff who the staff or board member is responsible for to do personal projects, giving preferential treatment to family, staff, or individuals for things like jobs, scheduling, gifts, etc. Additional examples can be found in Policy BA032 Corporate Compliance Plan.

Professional staff will be expected to comply with the Code of Ethics specific to their profession as well as the Code of Conduct found in Policy BA032 Corporate Compliance Plan.

IV. DEFINITIONS

Professional, Licensed, Degreed staff or providers: Employees or contract providers of Sanilac CMH who are degreed and/or professionally licensed to provide a specific service or services to community members served by Sanilac CMH and who would have specific Code of Ethics or Code of Conduct associated with the license or degree, such as Doctor, Clinician, Nurse, etc.

Non-licensed, non-degreed or certified staff or providers: Employees or contract providers of Sanilac CMH who provide a specific service or services to community members served by Sanilac CMH who do not have a specific professional license or degree, or may be certified, who would at a minimum be required to comply with the provisions of this policy as well as the Code of Conduct included in Policy BA032 Corporate Compliance Plan.

V. ATTACHMENTS

Code of Ethics for Michigan Certified Peer Support Specialist
Code of Ethics: Mental Health Care

VI. REFERENCES

Policy BA032 – Corporate Compliance Plan

SANILAC COUNTY COMMUNITY MENTAL HEALTH AUTHORITY

CODE OF ETHICS

Mental Health Care

The ethics of mental health care do not require complex analysis, just firm commitment for they are simple. Listen well; respond appropriately. Watch words you use as they become actions. Treat the family compassionately. Honor the importance of education. Respect the people with whom you work. Respect yourself. Understand your skill. Respect that each person is an expert in his or her own life. Understand your own power. Empower others. Do not exceed your limits. Be with the person where he or she is. Validate strengths. Recognize each person's right to "confidentiality". Recognize the healing partnership between the people receiving services, provider and payer. Recognize the importance for hope. Embrace an environment conducive to Recovery.

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WHEREAS, the Sanilac County Community Mental Health Authority Board and its staff hold to the highest moral, legal and professional standards for their conduct and services, and

WHEREAS, the Sanilac County Community Mental Health Authority Board and its staff maintain respect both for the privacy and well-being of the persons served and for the welfare and protections of the general public, and

WHEREAS, the Sanilac County Community Mental Health Authority Board strives to enhance the principles of competency, accountability, responsibility, non-discrimination and service excellence.

NOW BE IT RESOLVED...that the Sanilac County Community Mental Health Authority Board and its staff voluntarily subscribe to and uphold the following principles:

1. The interest of the person served is always respected. Activities on behalf of the persons served, whether individuals, families or organizations, shall always be determined by their best interests. Their rights, including appropriate care, confidentiality, informed consent, self-determination and access to records, are guaranteed.

Activities shall reflect the best interests of the general public. Authority of and accountability to the community are recognized by this governing board in determining priorities, policies and programs. Prevailing legal and moral standards shall be upheld. Questionable practices and programs are not condoned. The public's right to have information about programs, finances, policies and procedures is acknowledged.

2. High professional standards will be maintained and promoted. The Sanilac County Community Mental Health

Authority Board and its staff at all times require conduct based on accepted principles and professional standards of practice. All staff shall avoid conflicts of interest and misrepresentation of their services, credentials or skills. They recognize accountability to the organization, persons they serve, and accept responsibility for their own actions. Non-discriminatory policies are promoted and observed among all persons. Also, the Sanilac County Community Mental Health Authority Board and its staff have a primary responsibility to maintain high standards of professional competence and to provide the highest quality of care possible.

3. Regard for the integrity of Sanilac County Community Mental Health Board's private organizations and other agencies shall be maintained. The rights and interests of all contract agencies shall be protected and promoted. No actions shall be taken which are detrimental to any contract agency by the Sanilac County Community Mental Health Authority Board without due process and Board action. Respect shall be maintained for the rights, policies and procedures of other professional organizations and governmental agencies.
4. Regard for the integrity of its funding services will be maintained. Any activities suspected of being fraudulent, abusive or wasteful shall be reported. The rights and interests of the reporting staff shall be protected.

BE IT FURTHER RESOLVED...that this Code of Ethics be reviewed annually by the Board of Directors for the information and guidance of Board members and staff. All new Board members and staff will be advised in writing of this code upon entering their duties and that this code shall be reviewed annually with them.

Michigan Certified Peer Support Specialists Code of Ethics

1. Certified Peer Specialists will maintain high standards of personal conduct in a manner that fosters recovery.
2. Certified Peer Specialists will practice and promote Person Centered Planning and Self-Determination with those they serve.
3. Certified Peer Specialists will advocate for the full integration and/or re-integration of individuals into the communities of their choice and will promote the value of these individuals in those communities. Certified Peer Specialists will be directed by the knowledge that all individuals have the right to live in a safe and the least restrictive environment.
4. Certified Peer Specialists will actively pursue recovery in their own lives as well as role model recovery for others.
5. Certified Peer Specialists will keep current with emerging knowledge relevant to recovery, and openly share this knowledge with their colleagues and those they serve.
6. Certified Peer Specialists will, when appropriate, openly share their recovery stories and be able to identify and describe the supports that promote their recovery.
7. Certified Peer Specialists will respect the privacy and confidentiality of those they serve.
8. Certified Peer Specialists will, at all times, respect the rights and dignity of those they serve.
9. Certified Peer Specialists will not practice, condone, facilitate, or collaborate in any form of discrimination on the basis of ethnicity, race, gender, sexual orientation, age, religion, national origin, marital status, political belief, mental or physical disability, or any other preference or personal characteristic, condition or state.
10. Certified Peer Specialists will never intimidate, threaten, harass, use undue influence, physical force or verbal abuse, or make unwarranted promises of benefits to the individuals they serve
11. Certified Peer Specialists will never engage in sexual/intimate activities with the consumers they serve.
12. Certified Peer Specialists will not exchange gifts of significant value with those they serve.
13. Certified Peer Specialists will not abuse substances under any circumstances.