

Adm. Policy No: 1.01
Effective Date: April 2001

SUBJECT: Code of Ethics

SPONSOR: Corporate Compliance

POLICY: It is the policy of Heritage Valley Health System (HVHS) to recognize the organization's responsibility to act in an ethical manner in dealing with patients, staff, physicians, vendors, and the community. It is the responsibility of every member of the HVHS organization to adhere to high ethical standards, and to promote ethical behavior. Individuals whose behavior violates ethical standards or this policy will be appropriately disciplined. All state and federal laws governing ethical responsibility and behavior will be strictly followed. This policy is integral in the support of HVHS Vision, Mission, and Values.

PURPOSE: To clearly define standards for ethical behavior.

SCOPE: Governing board members, administration, medical staff, vendors, and employees.

DEFINITION: Not Applicable

GUIDELINES: Industry Standards

PROCEDURE:

1. Patients, visitors, employees, and physicians are treated with respect and dignity.
2. HVHS services are fairly and accurately represented to the public. Health services offered emphasize prevention, diagnosis, and treatment of illness.
3. Services provided are determined to be medically necessary and based on individual medical needs.

4. Medical care is provided based upon the needs of the patient without regard to ability to pay or any other factor that is substantially unrelated to patient care.
5. HVHS respects each patient's right to make informed decisions and expects patients and those they designate to be involved in decisions regarding care. Per Administrative Policy # Adm.6.05, "Patient Rights and Responsibilities", HVHS staff informs patients about risks, benefits, and therapeutic alternatives for treatment.
6. HVHS treats patients in a manner, which respects background, religion, culture, heritage, and values. HVHS accepts the professional responsibility for providing care, within its capability and mission and within applicable laws and regulations, to a patient who requests or presents for treatment or service, even when doing so is in conflict with the recommendations of an external entity doing utilization review employees, or the governors of the organization. In cases where mutual satisfaction cannot be achieved, appropriate patient-care advocates (administrators, physicians, and others as necessary to offer second opinions) will be involved as needed to pursue a mutually satisfactory resolution.
7. In situations where there is disagreement regarding clinical care and treatment between or among providers and the patient, an ethics committee is available to discuss and recommend alternatives for consideration. Ethics consults are initiated per Administrative Policy # Adm.6.09, "Ethics Consults".
8. HVHS personnel and vendors are required to adhere to the behaviors identified in Administrative Policy # Adm.1.19, "Conflict of Interest".
9. HVHS bills patients or third parties for medically necessary services, per the Administrative Policy # Adm.1.22, "Regulatory Compliance Code of Conduct". HVHS provides assistance to patients seeking to understand the costs of their care.
10. HVHS recognizes the need to maintain patient and other information in a confidential manner. All personnel and vendors are required to adhere to the confidentiality standards.
11. HVHS complies with applicable laws relating to child and adult protective services, and will promote the patient's right to access appropriate advocacy services.
12. HVHS considers the needs of the community in determining its mission and services.
13. HVHS complies with all applicable federal and state laws, regulations, and private accreditation standards in the provision of healthcare services.

14. HVHS expects personnel and vendors to report any violation of this Code to their supervisor or Administration.
15. This policy is available upon request to patients, personnel, and vendors.

REFERENCES: Not Applicable

Approved: April 2001
Reviewed: September 2005, September 2006; September 2007; August 2010;
August 2015
Revised: March 2003, May 2004, April 2007, August 2009, August 2011
August 2012; April 2013; August 2014

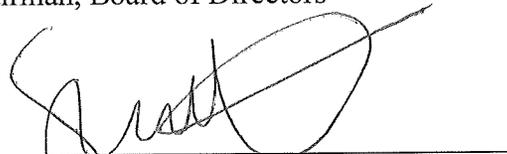
SIGNATURES:



Norman F. Mitry
President & CEO



G. R. Orr, III
Chairman, Board of Directors



Shelly McQuone, M.D.
President, HVS Medical Staff



Maurice Prendergast, MD
President, HVB Medical Staff