



## Business Ethics and Conduct

The West Orange Healthcare District is committed to uphold all laws and regulations affecting all activities within its businesses and involving its employees. Employees must exercise the highest level of integrity, ethics and objectivity in their actions and relationships, which may affect the District. Employees must not misuse their authority or the influence of their positions in these relationships. Moreover, an employee has the duty to act in the best interest of the District at all times, on or off District premises. Employees are expected to abide by the spirit as well as the letter of this code.

## Ethics Code

- Hold paramount the safety, health and welfare of the public in the performance of professional duties.
- Treat with respect and consideration all persons, regardless of race, religion, gender, maternity, marital or family status, disability, age or national origin.
- Act in such a manner as to uphold and enhance personal and professional honor, integrity and the dignity of the profession.
- Engage in carrying out the District's mission in a professional manner.
- Collaborate with and support other professionals in carrying out the District's mission.
- Build professional reputations on the merit of services and refrain from competing unfairly with other.
- Recognize that the chief function of the District at all times is to serve the best interests of its constituency.
- Accept as a personal duty to conduct themselves with professional competence, fairness, impartiality, efficiency, and effectiveness.
- Respect the structure and responsibilities of the board of trustees, provide them with facts and advice as a basis for their making policy decisions, and uphold and implement policies adopted by the board of trustees.
- Keep the community informed about issues affecting it.
- Conduct organizational and operational duties with positive leadership exemplified by open communication, creativity, dedication, and compassion.
- Exercise whatever discretionary authority they have under the law to carry out the mission of the organization.
- Demonstrate the highest standards of personal integrity, truthfulness, honesty, and fortitude in all activities in order to inspire confidence and trust in such activities.
- Avoid any interest or activity that is in conflict with the conduct of their official duties.
- Respect and protect privileged information to which they have access in the course of their official duties.
- Strive for personal and professional excellence and encourage the professional developments of others.