

# **SVRC**

## **CODE OF ETHICS**

**We establish a high standard of ethics for all employees, Board members, interns, volunteers to insure that SVRC/Westlund Guidance Clinic and its consumers and customers are not compromised or mistreated.**

**This Code of Ethics is designed to promote and protect our organizations mission, values and principles in its relationships with consumers, other services, business entities and community members.**

### **Declaration of Policy:**

**A commitment to customer service is an essential obligation of our agency. Prejudice, bias or opportunity for personal gain is to be avoided by employees, Board members, interns, volunteers and agents.**

**Even the appearance of improper conduct shall be avoided.**

**This Code of Ethics applies to all employees, Board members, interns, volunteers and agents.**

**In addition, professional staff shall also be bound by the ethical standards of their profession.**

**Confidential information shall not be released to any unauthorized individuals and employees, Board members, interns and volunteers are prohibited from releasing information for their own personal gain.**

**Gifts and favors shall not be accepted by employees, Board members, interns or volunteers for personal benefit or in ways that would interfere with work performance.**

**All employees, Board members, volunteers, interns and agents shall operate under the conflict of interest requirements listed in OBM Circular A110, subpart c. 42.**