

CODE OF ETHICS

The Code of Ethics has been adopted to define the standards of professional integrity Grand Prairie Services expects of its staff, students, volunteers and vendors.

Principles of Care:

- Services will be available to all persons in need of them, regardless of race, color, age, gender, religion, physical challenges, sexual orientation, ancestry or national origin.
- In providing services, every effort will be made to foster maximum self-determination on the part of clients.
- In the selection of assessment methods and modes of treatment, the interdisciplinary team will be sensitive to the individual's racial, ethnic, and cultural background; chronological and developmental age; visual and auditory impairments; language preferences, and degree of disability.
- Clients and their family members will be treated with respect, courtesy, fairness and compassion.
- The confidentiality and privacy of clients will be maintained in the course of professional service.
- The care provided by Grand Prairie Services will be reasonable and necessary, and be provided by properly qualified individuals.
- The organization will only enter into contracts in which the services provided are clinically appropriate for the conditions treated.

Staff Professionalism:

- Staff persons will be qualified by education and experience to perform their work competently, and will update their knowledge and skills through continuing education experiences.
- Employees will accurately represent their credentials to clients, colleagues within and outside the organization, and in all professional activities.
- Staff persons are responsible for conforming their behavior to law, the prevailing standards of professional conduct in their individual disciplines, and the standards of Grand Prairie Services. When more than one standard may apply, staff members will address potential conflicts through the supervision process.
- In no instance will employees give or receive bonuses or other payment for making or receiving referrals.
- Employees are prohibited from financial, romantic or sexual, or other dual relationships with clients that may compromise the integrity of professional services.
- Staff will be treated with respect, courtesy, fairness and good faith by colleagues and the organization.
- In the event that the services, practices or procedures of Grand Prairie Services conflict with the values or beliefs of an individual staff member, that staff member is to notify the supervisor immediately. Efforts will be made within the confines of resources to reasonably accommodate the staff member.
- Employees have a positive obligation to report violations of this Code of Ethics, and to do so in good faith.
- Grand Prairie Services will not tolerate any form of retaliation directed toward an employee reporting suspected violations of the Code of Ethics.

Business Values:

- The welfare of the client is the prime consideration guiding the conduct of staff members and organization. The financial needs of Grand Prairie Services will not direct assessment results and client placement.
- Grand Prairie Services will adhere to commitments made to other individual and organizations and will generally advance and support the value of service to the community.
- At the time of admission, Grand Prairie Services will strive to provide clients with information that is complete as possible concerning their financial obligations, prior authorization requirements, or any arrangement with third party payers that may be pertinent.
- Grand Prairie Services will waive certain fees due to documented financial hardship, but under no circumstances will clients be offered financial or other inducements as an incentive to participate in services.
- Service documentation and claims submission will be true and accurate, and comply with the standards of law, regulation, and payers. Discrepancies will be identified and promptly corrected.
- The marketing and promotion efforts of Grand Prairie Services will contribute to its mission in the community by assisting the public in becoming familiar with the continuum of available behavioral health and community support services.
- Promotional material will honestly portray the nature, goals, and expected results of Grand Prairie Services.

KNOWN OR SUSPECTED VIOLATIONS OF THE GPS CODE OF ETHICS SHOULD BE REPORTED TO ANY MANAGER, OR DIRECTLY TO THE CORPORATE COMPLIANCE OFFICER:

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