



Ethics Policy

Adopted by the Executive Committee on December 30, 2010

Purpose

The Virginia Society for Healthcare Human Resources Association (VaSHHRA or the "Association") has adopted this ethics policy to establish a culture of openness, trust and integrity in the business practices of our association. This policy will serve to guide Association behavior to help ensure ethical conduct. It is a VaSHHRA goal to establish this ethical code for its officers, Executive Committee members, and other members and to maintain ethical practices at all times.

Effective ethics is a team effort involving the participation and support of every member, each of whom should familiarize themselves with the ethics guidelines that follow.

VaSHHRA will not tolerate any wrongdoing or unethical impropriety at anytime. VaSHHRA will take the appropriate measures to respond and correct issues if the ethical code is broken. Infractions of this ethics policy will not be tolerated.

1. Scope

This policy applies to Association members and those affiliated with the Association.

2. Policy

2.1. Executive Commitment to Ethics

2.1.1. The VaSHHRA Officers and Executive Committee members will set an appropriate example. In any business practice, honesty and integrity must be top priority for the Officers and Executive Committee members.

2.2. Member Commitment to Ethics

2.2.1. VaSHHRA members will treat everyone fairly, have mutual respect, promote an Association environment which will avoid the intent and appearance of unethical or compromising practices.

2.2.2. VaSHHRA will abide by the terms of the ASHHRA Affiliation Agreement.

2.3. Maintaining Ethical Practices

2.3.1. VaSHHRA will reinforce the importance of the integrity message and the tone will start with the Officers and Executive Committee Members, each of whom will consistently maintain an ethical stance and support ethical behavior.

2.3.2. VaSHHRA members should encourage open dialogue, get honest feedback and treat everyone fairly, with honesty and objectivity.

2.4. Unethical Behavior

2.4.1. VaSHHRA will avoid the intent and appearance of unethical or compromising practice in relationships, actions and communications.

2.4.2. VaSHHRA will not tolerate harassment or discrimination in Association matters.

- 2.4.3. Unauthorized use of VaSHHRA / ASHHRA marketing, operational, membership, financial & technical information integral to the success of our Association will not be tolerated.
- 2.4.4. VaSHHRA will not permit unethical behavior at any time and we will act ethically and responsibly in accordance with laws.
- 2.4.5. VaSHHRA Officers, Executive Committee members and other members will not use Association assets or business relationships inappropriately for personal use or gain.

3. Enforcement

- 3.1. Any infractions of this code of ethics will not be tolerated and VaSHHRA will respond appropriately to correct the issue if the ethical code is broken.
- 3.2. Any VaSHHRA member found to have violated this policy may be subject to action, up to and including revocation of membership.