

College of Public Health and Health Professions

Code of Conduct

The University of Florida College of Public Health and Health Professions (CoPHHP) is a public institution dedicated to providing the highest level of education, research and patient care. In pursuing these missions, the CoPHHP expects all of its employees to act ethically and legally. This Code of Conduct has been adopted to ensure that these expectations are understood and met.

The basic principles of conduct are as follows:

- **BE HONEST AND ETHICAL.** Every employee is expected to adhere to high ethical standards when he or she acts on behalf of the COPHHP.
- **OBEY THE LAW.** There are many laws and regulations that govern the activities of the COPHHP, particularly those relating to billing. The COPHHP has developed policies to help explain these requirements. If you are not certain about what the law requires, you should ask for help. Guidance can be obtained from your Department.
- **BE TRUTHFUL.** Particular care should be taken to ensure that all communications within the COPHHP and to outside agencies (including government representatives) are truthful, accurate and complete.
- **HONOR CONFIDENCES.** Our patients rightfully expect that their private medical information be handled appropriately. Confidential information relating to the COPHHP should also be protected.
- **REPORT CONDUCT THAT CONCERNS YOU.** If you believe that you have information about an activity that may be illegal or unethical, you should report such issues to a Departmental official or through the confidential **Gator Compliance Hotline (1-866-574-2867)**. Such reports can be made anonymously.

Failure to follow these principles of conduct may result in disciplinary action, including termination.

The University of Florida College of Public Health and Health Professions requires all employees to conform to the highest ethical standards and to meet or exceed all legal obligations in the performance of their job duties. In this regard, the attached Code of Conduct has been developed to ensure our work is performed in an ethical manner and to remind us of our Commitment to act responsibly and legally.

Please review the Code thoroughly. If you have questions regarding the Code or encounter any situation that you believe may violate the Code, you should immediately consult your

supervisor. You also may call the Gator Compliance Hotline at 1-866-574-2867. There will be no retribution for asking questions, raising concerns about the Code or for making a good-faith report of possible improper behavior.

Your Commitment to responsible and ethical conduct will enable the University of Florida College of Public Health and Health Professions to continue to be a recognized leader in the health care Community.