

Anuvia Prevention and Recovery Center Code of Ethics

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1. Anuvia has adopted this code of ethics to define the ethical responsibility of our employees and Board members to the persons we serve, stakeholders, our community, our respective professions and each other.
2. Anuvia is a person centered (client/participant) organization that places nothing above its responsibility to clients and participants. Anuvia personnel and Board Members are to uphold the Anuvia mission in all of their affairs and not participate in waste, fraud, abuse or other wrongdoing.
3. Anuvia employees and Board members are encouraged to freely express suggestions and criticisms. Further employees and Board members are encouraged to report waste, fraud, abuse and other wrongdoing. There shall not be reprisal for personnel that report waste, fraud, abuse or any other questionable activity or practices. The procedure for the reporting, investigation, and resolution of this type of activity is contained in the Incident Reporting Policy for employees and in this policy for Board members.
4. No Board or staff member who in good faith reports waste, fraud, abuse, bylaw or policy violation(s), or other questionable activity, practice or other wrongdoing shall suffer harassment, retaliation, or adverse employment consequence. Any Board or staff member who retaliates against someone who has reported any of the aforementioned behaviors or activities in good faith is subject to discipline up to and including termination of Board service or employment. This "Whistleblower Policy" is intended to encourage and enable Board and staff members to raise concerns within the organization without retaliation or adverse consequences prior to seeking resolution outside of the organization when possible and appropriate.
5. Anuvia values partnerships, and encourages all Anuvia employees to build bridges with other providers and other organizations on behalf of Anuvia mission. Anuvia supervisors having concerns regarding those agencies will take those concerns directly to them and will refrain from unconstructive criticism.
6. Healthy relationships are built on the foundation of personal responsibility. Anuvia personnel and board members will exercise courtesy and integrity in all of their interactions with each other, clients, participants, partners, and guests.
7. Anuvia employees and board members shall actively challenge instances of stigmatization of people with addiction by, for example, challenging inappropriate actions and statements related to disease driven behaviors.
8. Compliance with applicable laws, including laws on confidentiality, mandatory reporting laws, regulations, administrative and / or contractual requirements, business practices and Anuvia policies and procedures is essential.
9. Anuvia employees shall not knowingly and willfully make or cause to be made any false statement related to any claim or the application for benefits under any health care benefit program. In addition, Anuvia shall not retain health care benefit funds that have not been properly earned.

10. Anuvia employees are to collaborate in being good stewards of the resources available. This entails providing the most effective and efficient services possible. It also entails providing accurate expense reports, accurate time records, and minimizing waste.
11. Employees shall take appropriate action when they have reasonable cause to doubt whether other employees are acting in an ethical manner. Employees shall cooperate in the investigation and resolution of issues related to potential ethics violations. Any employee who fails to report a known breach of the Corporate Responsibility or Ethics policy will be subject to disciplinary action up to dismissal.
12. Anuvia employees will respect and safeguard personal property of persons served, visitors, other employees and the property owned by Anuvia.
13. Anuvia employees are prohibited from engaging in a dating, romantic, or otherwise inappropriate relationships with persons served.
14. Dating or romantic relationships between Anuvia employees are not prohibited except when those involved are in supervisor/subordinate relationships. Anuvia employees who choose to become involved in a dating or romantic relationship with another Anuvia employee must establish appropriate boundaries so that these relationships don't impact service delivery or their relationship with other employees.
15. Anuvia employees are prohibited from providing services to any person where a conflict of interest exists. If there is a potential conflict of interest regarding service delivery the employee shall seek direction from their immediate supervisor and Manager/Director.
16. Anuvia employees are prohibited from exchanging gifts or money with persons served and may not receive gratuities from persons served or anyone else.
17. Anuvia employees shall not engage in personal fundraising with persons served at any time. Anuvia employees shall not engage in personal fundraising with anyone at service delivery locations or during work hours. Personal fundraising is defined as but not limited to selling cookies, candy, wrapping paper, raffle tickets, etc. for any type of organization or cause.
18. Anuvia employees are prohibited from witnessing the signing of documents (not related to Anuvia business) or asking another employee to witness them signing during work hours or at any service delivery location.
19. All Anuvia professional employees are expected to adhere to the code of ethics pertinent to their discipline. Copies of codes of ethics related to certain pertinent disciplines are attached to this policy section.
20. Attached to this policy are the Ethical Principles of Conduct North Carolina Substance Abuse Professional Practice Board, Inc., the Code of Ethical Principles Association of Fundraising Professionals (AFP), the Code of Ethics of the American Marketing Association, and the Codes of Ethics for business, human resources and contractual relationships.