

## Hope Home Recovery Residence Code of Ethics Policy.

FARR Certified Residences ensure all owners, managers and staff receive an orientation to the FARR's Code of Ethics and document their agreement to abide by these principles as a condition of employment.

This orientation includes confirmation that all owners, managers and staff successfully complete FARR Ethics and FARR Standards training annually. Certified Recovery Residences must ensure each newly hired staff member completes these two mandatory trainings within their first ninety (90) days of employment

Where applicable, the professional staff at each site shall review all pertinent Codes of Ethics annually, and attest in writing to their willingness to abide by the principles

Certified Residences ensure that residents receive an orientation as to their rights and responsibilities upon admission, including their right to receive ethical care. Confirmation of this orientation must be documented in each individual resident's file.

Certified Residences ensure all residents are provided information during their orientation regarding the process and steps residents may take to report any ethical or standards violations. Confirmation of this orientation must be documented in each individual resident's file.

The website of David Lawrence Center provides a prominently displayed link to the FARR Code of Ethics and the FARR Grievance Form shall also be posted on the Certified Residences website or clearly linked to same on the FARR website within thirty (30) days of issuance of the Certificate of Compliance

FARR Certified Residences should ensure that no retribution, intimidation, or any negative consequences shall occur if a grievance or complaint has been filed

### Confidential Information

While employed at any Certified Recovery Residence and after such employment ends, confidential information must never be disclosed except with the resident's written authorization or as allowed under Federal and/or State law. No employee or volunteer of any FARR Certified Residence may use, or permit others to use, confidential information for the purpose of furthering a private interest or as a means of generating profit. The definition of confidential information is any information that has been entrusted and provided to Recovery Residence management assumed and considered private.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name (Print) \_\_\_\_\_