

**CDDO OF SOUTHEAST KANSAS
COMMUNITY DEVELOPMENTAL DISABILITY ORGANIZATION
POLICIES AND PROCEDURES**

**REGARDING: Code of Ethics
New 09/04, Revised 04/15, 9/18
Reviewed 6/23**

POLICY

The CDDO is committed to compliance with ethical practices and the legal requirements and regulations of all federal, state and local entities under which it operates. Such compliance is also expected of all service providers.

PROCEDURE

This Code of Ethics embodies certain standards of conduct for representatives of the CDDO and for service provider organizations and their employees or agents relating to the supports provided, professional relationships with clients, parents/guardians of clients, colleagues, other organizations (including the CDDO) and professionals, and community members.

The CDDO and/or service providers, including their staff, shall:

- **Maintain high standards of professional and personal conduct**
- **Embrace and support the inclusion and equitable treatment of all people**
- **Serve as responsible stewards for public and private funds**
- **Ensure the resources provided under the I/DD system are used in an efficient manner**
- **Consider the public perception of their personal and professional actions and the effects their actions could have on the reputation of the community services system, other organizations, and persons receiving services**
- **Uphold all laws and regulations to protect and/or enhance the community services system's ability to meet its objectives**
- **Respect the value, dignity and privacy of all persons and protect the rights of confidentiality**
- **Provide supports and services with integrity, compassion and respect for individual differences and choices**
- **Do their utmost to safeguard individuals against unethical or illegal practices**
- **Adhere to professional boundaries over personal interests**
- **Unite with individuals and cooperate with others in promoting outcomes of choice, inclusion, growth and development**
- **Not engage in the practice of actively soliciting clients of other service providers**

Service providers are encouraged to develop their own organizational policy(ies) concerning ethical conduct.