

BROCKVILLE GENERAL HOSPITAL CODE OF CONDUCT

As staff, physicians and volunteers of Brockville General Hospital (BGH) we exemplify our core values of Accountability, Compassion and Respect, Professionalism, Teamwork and Integrity. Our values underpin everything we do at BGH. At all times, we behave in a way that upholds these values both as individuals and as representatives of BGH. We sustain a community characterized by inclusiveness and civility.

Our Code of Conduct applies to any individual (patient, client, visitor, staff, physician, community partner, volunteer, learner or contractor) who gives or receives service in this organization. The Code outlines the behaviours that we expect of others and ourselves. The Code should be read in conjunction with any professional code of conduct that is relevant to the profession of the individual.

Our Code of Conduct:

1. We identify ourselves by name and department when greeting others.
2. We treat everyone in a professional manner that demonstrates respect, dignity, caring and compassion for each individual. We respect the uniqueness of each individual and do not condone discrimination in any form.
3. We communicate with everyone in a clear, timely, honest manner and demonstrate attentiveness through choosing the appropriate environment, responding and using a calm and helpful tone.
4. We offer assistance to anyone who appears to be in need of help. If we do not have the answer to a question or an issue, we will obtain the information as soon as possible.
5. We maintain privacy and confidentiality in everything we do.

October 2024

Date



Julie Caffin, President and CEO

BROCKVILLE GENERAL HOSPITAL

STATEMENT OF COMMITMENT TO THE CODE OF CONDUCT AND CONFIDENTIALITY

Affiliation:

- ☐ Employee
- ☐ Volunteer
- ☐ Learner
- ☐ Medical Staff
- ☐ Other (specify)_____

I understand that in my association with Brockville General Hospital (BGH) as indicated above, I may have access to information and material relating to BGH patients, clients, employees, and other individuals that is of a private and confidential nature.

I have reviewed the BGH Code of Conduct and understand that this will apply to all my interactions in my association with BGH. I will at all times respect the privacy and dignity of patients, clients and their families, and employees and other associated individuals.

All Brockville General Hospital administrative, financial, patient, client, employee and other records whether in written, verbal or electronic format, are confidential material and I will protect it to ensure confidentiality. I will not read records, discuss or use such information, unless there is a legitimate purpose to do so in my BGH duties and responsibilities.

I understand that a breach of any of these conditions will result in disciplinary action up to and including dismissal, loss of privileges or similar action.

Print Name

Signed

Witnessed

Date