

# ETHICS & COMPLIANCE SCOPE OF SERVICES

The focus of our work is providing services related to the Code of Conduct, Conflict of Interest Bylaw, and Whistleblower Policy.

## Code of Conduct

Education and advice about Code of Conduct. Receive and review allegations of noncompliance.

Refer breaches of Code of Conduct and related policies to Human Resources or Medical Affairs, as appropriate.

## Conflict of Interest

Education and advice about conflict of interest issues such as:

- Other employment
- Related persons working together
- Receipt of gifts
- Political activity at AHS
- Declaration forms

## Whistleblower Policy

Education and advice about Whistleblower Policy and allegations of serious wrongdoing such as unlawful or dangerous conduct.

Work with Public Interest Commissioner regarding matters under *Public Interest Disclosure (Whistleblower Protection) Act*.



Contact Ethics & Compliance at [complianceofficer@ahs.ca](mailto:complianceofficer@ahs.ca)

Ethics & Compliance is not an appeal body for operational or policy decisions of AHS. Examples of these topics include:

## Clinical or Business Decisions

- Concerns that a patient/family has with the care they received
- Restriction of individuals from AHS premises
- *Mental Health Act* appeals
- Limiting funds or personnel for programs or facilities
- Vendor selection
- Decisions regarding service delivery models

## Human Resource Matters

- Interpersonal conflict situations
- Grievance/arbitration or collective agreement processes
- Performance management
- Attendance management
- Workplace accommodation
- Disputes with insurers (Alberta Blue Cross, Canada Life, WCB)
- Disciplinary action or termination

## Workplace Investigations

- Intervene in ongoing investigations
- Hear or consider appeals for concluded workplace investigations
- Influence disciplinary or remedial action flowing from a concluded investigation



**Public** - Contact AHS management for relevant program



**Unionized Employee** - Contact AHS manager or union



**Non-Unionized Employee** - Contact AHS manager or Employee Relations



**Medical/Midwifery Staff** - Contact medical/midwifery leader