

Lehigh Valley Health Network
CODE OF CONDUCT ACKNOWLEDGEMENT
Annual Compliance Training

Instructions: LVHN requires you to sign the Code of Conduct Acknowledgement as a working student on an annual basis. Listed below are some important points to remember about our [Code of Conduct](#). By signing this document, you acknowledge that you have read and understood its contents. Please read this document carefully.

I understand that, as an individual working within the Lehigh Valley Health Network, I am responsible to know and follow the LVHN Code of Conduct. The complete code can be accessed on the web page for Compliance Services on the LVHN intranet or in Policy Tech.

Some of the important points discussed within the Code of Conduct include:

LVHN services are to be provided pursuant to applicable federal, state and local laws.

Work activities are to be conducted with honesty, integrity and the highest ethical values.

Unlawful discrimination, sexual harassment and behaviors that do not demonstrate respect, dignity and courtesy for our colleagues and patients are unacceptable.

All colleagues are expected to commit to maintain a workplace free from substance abuse and impairment related to drug or alcohol dependency.

Patients should be provided care that is both necessary and appropriate.

A patient's protected health information should not be improperly accessed, released, or disclosed. Use and disclosure of a patient's protected health information must be in compliance with applicable state and federal regulatory requirements, as well as LVHN policies and procedures.

Use of the Internet and e-mail must conform to LVHN policies and procedures.

Never offer, give or accept anything of value (incentives, discounts or rewards) to or from patients, vendors, or other healthcare providers that might influence or be perceived to influence your decision-making or theirs with regard to referrals or business decisions.

Under no circumstances will LVHN tolerate retaliation against an employee for raising a concern, asking a question, or reporting suspected misconduct in good faith. If you suspect that you are being retaliated against by your supervisor or a co-worker for doing so, you should report the retaliation immediately to the Compliance Officer (610-402-9100), through the Compliance Hotline (877-895-2905), or by filling out a report form on the Internet (www.LVHN.ethicspoint.com).

Any violation or suspected violation of any of the laws, regulations, or CMS Conditions of Participation applicable to LVHN must be reported immediately to your supervisor, Compliance Officer (610-402-9100), or through the Compliance Hotline (877-895-2905).

By signing this document, I confirm that I have been informed of how to access the [LVHN Code of Conduct](#) in Policy Tech and I agree to read and abide by this Code.

Any questions I may have had were answered to my satisfaction. I understand that any violation of the LVHN Code of Conduct could result in disciplinary action, up to and including conclusion of my student position and possible legal action.

Name (type or sign)

Date