

University of Warith Al-Anbiyaa Ethical Conduct Policy

Date Adopted: 09/09/2017

Date Reviewed: 13/09/2022

Background:

The University of Warith Al-Anbiyaa, in its commitment to maintaining excellence and integrity, has established this Code of Ethical Conduct. It outlines the fundamental principles to which every member of the university, including part-time and full-time employees, faculty members, officers, trustees, overseers, and advisory board members, must adhere. These principles are derived from state and local laws and regulations, university policies and procedures, contractual and grant obligations, and widely accepted ethical standards.

Policy

1. Adherence to the Highest Ethical Standards:

All members of the university are required to conduct themselves in accordance with the highest professional and community ethical standards. They must be familiar with the laws, regulations, and university rules applicable to their roles and responsibilities and comply with both their letter and spirit. The university will implement programs to raise awareness and promote compliance. Any questions or concerns regarding the legality or propriety of actions should be directed to the member's supervisor or the office of general counsel.

2. Respect for and Compliance with the Law:

Every member of the university must be well-informed about the laws, regulations, and university rules relevant to their position and duties, and strictly adhere to them. The university will implement programs to enhance awareness and ensure compliance. Any doubts about the legality or appropriateness of actions should be referred to the member's supervisor or the office of general counsel.

3. Compliance with Contractual Terms:



Each member of the university must uphold and strictly comply with the terms and conditions of university contracts under their responsibility. Any questions or concerns about possible violations or breaches should be promptly reported to the office of general counsel.

4. Support of University Goals and Avoidance of Conflicts of Interest:

The university is dedicated to teaching and research as a not-for-profit institution. All members are expected to carry out their professional duties in alignment with the university's mission. They must avoid conflicts of interest between personal interests and official responsibilities, following university guidelines for reporting and addressing conflicts of interest and conflicts of commitment. Utilizing one's university position for personal gain is strictly prohibited. Members should avoid not only actual conflicts but also the appearance of conflicts of interest.

5. Maintenance of the Highest Standards of Academic Integrity:

Those involved in teaching and research must uphold the utmost standards of honesty and integrity. Activities such as plagiarism, misrepresentation, and falsification of data are strictly prohibited. All research must adhere to university policies, procedures, and approvals, as well as the requirements of research sponsors.

6. Respect for the Rights and Dignity of Others:

The University of Warith Al-Anbiyaa is committed to treating all members, including faculty, administrators, staff, students, and others, with equal respect and opportunity, regardless of race, color, religion, sexual orientation, gender identity, marital or parental status, national origin, citizenship status, veteran or military status, age, disability, or any other legally protected status. Discrimination, abuse, harassment, or infringement upon the rights of others is strictly prohibited under university policy and applicable laws.

7. Striving for the Highest Standards of Patient Care:

Members involved in providing medical and dental services must prioritize the highest quality of care, tailored to the needs of patients and their communities. Patient care must be reasonable, necessary, and delivered by duly qualified university personnel. Patient records and documentation must comply with all legal, payer, and professional requirements, ensuring confidentiality.



8. Maintenance and Preservation of Accurate Records:

All members must create and maintain records that conform to applicable laws and professional and ethical standards. Those involved in billing must ensure accuracy, supported by appropriate documentation. Honest and ethical conduct is expected in all business dealings with patients, payors, vendors, competitors, and the academic community.

9. Conducting Business Practices with Honesty and Integrity:

Members must conduct all business dealings with honesty and integrity, adhering to anti-fraud and referral prohibitions, and antitrust laws, and protecting university property and assets, including intellectual property.

10. Concern for Health, Safety, and the Environment:

Members are expected to comply with all laws and regulations related to occupational and patient health and safety. Efforts should be made to protect the well-being of students, faculty, patients, employees, and visitors. Additionally, environmental laws and regulations must be followed, including proper handling and disposal of hazardous materials and wastes.

11. Reporting Suspected Violations and Code Enforcement:

Every member is obligated to uphold this Code of Ethical Conduct and report any suspected violations or irregularities in good faith. Reports can be made to supervisors, human resources, financial compliance, internal audit, research compliance, school compliance officers, the office of general counsel, the university compliance officer, or the UOWA number caller ID toll-free 5751 compliance line. Anonymous reporting is also an option. The university will protect the identity of the reporter to the extent permitted by law, except if it hinders a full and fair investigation. Violations will be investigated, and appropriate disciplinary actions will be taken, including disclosures to relevant authorities.

12. Promise of No Retaliation:



The university guarantees protection against adverse actions or reprisals for reporting suspected violations in good faith. However, disciplinary action will be taken against anyone found to have knowingly filed a false report to harm others.

Note: This Code of Ethical Conduct is subject to amendments at the university's sole discretion, without prior notice. It does not create a contractual agreement.

Approved by:

Date: 2.22 / 9 / 13

Version: 6

