

BACI Life Sharing Contractor – Ethical Conduct

OVERVIEW

Ethical dilemmas arise when our values are in conflict. We face many instances where simple answers are not available to resolve ethical issues. This document applies to all Life Sharing Network Agreement Contractors and is part of the BACI Contractor Code of Conduct. This Expectation reflects the Association's values, the principles governing our behaviour, the standards expected of us, and our commitment to choosing the best course of action.

The BACI Contractor Ethical Conduct Expectation was created with input from all our stakeholders. It is important that our Expectations for ethical conduct reflect the current values and standards of the Association. Therefore, to insure the Expectation is relevant and meaningful, it will be reviewed every three years.

REPORTING & INVESTIGATING A BREACH OF THE CODE OF ETHICS

BACI considers a breach of the Ethical Conduct Expectation to be a very serious matter that must be resolved as soon as possible. Contractors must immediately report, in writing, any breach of the Expectation. The contractor making the report will not face reprisal for making the report, unless the action is malicious or knowingly false. If the contractor does not report any known actions or incidences that breach the Expectation, the contractor will be enabling the action and therefore, subject to contract termination.

All allegations related to a breach of the Ethical Conduct Expectation will be investigated within a maximum of 14 days of the report submitted. The investigation and information will remain confidential.

Contractors must submit the report to the Sr. Manager of Adult Services -- who may consult with the Executive Director(s) if deemed necessary.

WHEN A BREACH OF THE CODE OF ETHICS OCCURS

If a contractor is reported to have breached the Ethical Conduct Expectation, the allegation will be investigated by the Senior Manager of Adult Services and if the allegation is substantiated the Life Sharing Network Agreement may be terminated.

ETHICAL CONDUCT EXPECTATIONS

As a contractor in my interactions with others (the person with disabilities I live with, their family, friends and service providers) will be guided by the following principles:

a) I will recognize the inherent rights and value of every person.

I recognize the value of every person. All people, including people with disabilities, have the same basic human rights as well as the same rights and responsibilities as other citizens. I will treat all people in a fair and equal way.

I will recognize and treat each person as an individual. I recognize that all people are unique. Every individual has gifts and limitations. Each person must be seen and treated as an individual and with respect. I will respect and be sensitive to individual differences and cultural and ethnic diversity. My support will be inclusive and non-discriminatory to the

individual regardless of age, colour, disability, ethnicity, gender, religion, sexual orientation, marital status, and/or socioeconomic status.

b) I will recognize that family and friends are of utmost importance in the lives of the person I live with.

I am committed to making sure that the person I live with has family and friends in their lives. Friends and family are an extremely important part of our lives. People with friends are usually more valued and safer in the larger community. Personal relationships add joy to people's lives, make their lives more satisfying, and make people less vulnerable.

c) I will encourage and support the person I live with to make decisions that affect their lives.

I will ensure the person I live with has the opportunity and support to say or show what they want, make sure that they have choices, and respect those choices. My goal is to involve the person I live with in making decisions and to make sure that they have enough information to make informed decisions.

d) I recognize that the person I live with has the right to take part in and belong to their community and I will support them to participate in their community.

I am committed to working toward a community in which people are neither labeled nor excluded. All people have the right to belong in their community and they should be valued for the gifts that they bring to their community.

e) I believe the person I live with should be supported to a lead self-determined lives.

I recognize that the person I live with requires support and I will provide support to increase the person's growth, independence, access, and ability to control their life. I will provide support that enables the person to achieve their hopes, dreams, and goals.

ETHICAL STANDARDS – ASSOCIATION

All actions conducted by the BACI Life Sharing Network Agreement Contractors are governed by the following ethical standards:

a) Duty Under the Law

I accept my responsibility to know and to comply with the laws, which govern all of our actions and decisions. Beyond observing the letter of the law, I am committed to complying fully with the intent of the law. Where ethical conduct demands that I do more than the minimum mandated by the law, I will do more than the law requires.

b) Community Citizenship

The Association makes an essential contribution to the health of our community by providing leadership, services and employment. Society, however, expects the Association to support and participate in charitable, educational, cultural and political affairs. I will exercise these responsibilities of citizenship to a degree sufficient to keep myself and others attuned to the needs of our society, to contribute significantly to its cultural and educational institutions, and to support our democratic system of government.

c) Business and Financial Practices

In dealing with members, funders, partners, other societies and businesses, and members of the general public:

I will conduct myself with openness, honesty, integrity and fairness.

I will employ only ethical means to achieve the Key deliverables of my Life Sharing Agreement.

I will be truthful and accurate in all public statements and promotions concerning the contractual relationship I hold with BACI.

I will not disparage or demean other professionals, agencies or organizations or the quality of service that they provide.

d) Disclosure of Information

The person I live with, their family, funders and various government agencies may have a right under the law to a broad range of information about the Association. As a contractor I will refer all requests for information on to the LSN Manager who may need to consult with the Sr. Manager of Adult Services and/or Executive Director(s).

e) Protection of Personal Information

I will protect proprietary information – that is confidential information whose disclosure could harm our Association's practices or the interests of the people supported, families, employees or members – from improper or inadvertent disclosure. (Privacy Charter & Policy)

f) Conflict of Interest

The relationship of trust between the Association and a contractor is violated when the contractor engages in a conflict of interest - that is when material personal gain or benefits to the contractor is put ahead of the interests of the person they live with. I will strive to avoid conflicts of interest but where they occur, I will disclose them to a person in authority so they may be remedied. (Conflict of Interest Policy)

g) Professional Care & Support

I will maintain relationships that are both professional and caring towards the person I live with. Honouring the person's moral and legal rights and caring for the person's well-being will demonstrate this. I am aware that power differentials exist and will never abuse or misuse the positions of power. I am committed to ensuring our own personal biases, values, and experiences do not inhibit or influence those of the person I live with.

STATEMENT OF COMPLIANCE

By signing the Life Sharing Network Agreement I have demonstrated that I have read and do fully understand the BACI Contractor Ethical Conduct Expectation.