

NOTTAWASEPPI HURON BAND OF THE POTAWATOMI

A FEDERALLY RECOGNIZED TRIBAL GOVERNMENT

Health and Human Services Department (HHSD)

Code of Ethics

HEALTH MISSION STATEMENT

To serve the Tribal community
in accordance with the Health
and Human Services Code
of Ethics by providing and
coordinating access to
quality, compassionate and
culturally based health services
to promote overall wellbeing for
the next seven generations.



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I. MESSAGE FROM THE HEALTH AND HUMAN SERVICES (HHS) DIRECTOR



Acting with integrity and making decisions based on the highest standards of ethical behavior as seen in our Seven Grandfather Teachings are critical to maintaining the professional and positive reputation we have achieved. The Seven Grandfather Teachings as provided to all NHBP government employees have been interpreted to design the Code of Ethics for all HHS Department personnel. This Code of Ethics does not replace your ethical obligations under your professional code of ethics. Where this Code of Ethics conflicts with your professional Code of Ethics – your professional Code of Ethics takes precedence.

As the Director of the NHBP HHS Department, I understand that working in an environment with such a fast changing pace can be extremely challenging. In some cases the right course of action may not be very clear. These standards are designed to help support right and ethical relationships with patients, coworkers, business associates, government, other regulatory agencies, and the community.

Please read and become familiar with this Code of Ethics. When faced with difficult situations or uncertainties, ask questions and seek advice from your supervisor/manager or other appropriate resources. Most importantly, you are expected to speak up about any actions that may be inconsistent with this Code of Ethics. If you have any questions or concerns that have not been addressed in this Code of Ethics, feel free to contact your supervisor/manager or the Compliance Officer.

Thank you for supporting the NHBP HHS Department in our commitment to be leaders in the delivery of culturally appropriate, high-quality, compassionate, safe and effective care to our community.

Sincerely

Rosalind Johnston
Health and Human Services Director

II. HEALTH AND HUMAN SERVICES DEPARTMENT’S (HHSD) MISSION

To serve the Tribal community in accordance with the Health and Human Services Code of Ethics by providing and coordinating access to quality, compassionate and culturally based health services to promote overall wellbeing for the next seven generations.

III. THE CODE OF ETHICS/MNO BMADZEWEN WAY

The Code of Ethics sets out professional standards to guide ethical conduct for the HHSD employees. It also applies to everyone working in the HHSD including associates, contract workers, volunteers, and all staff members. Substantiated allegations of unethical behavior or misconduct in violation of this Code of Ethics will lead to disciplinary action up to and including termination.

IV. WHY HAVE A CODE OF ETHICS?

In addition to supporting our mission, this Code of Ethics is available to ensure that our behaviors and actions are consistent with the Seven Grandfather Teachings and Meaning. Actions and behaviors that are inconsistent with this Code of Ethics can negatively impact relationships with our patients, communities, business partners, and other entities that we rely upon in the delivery of care.

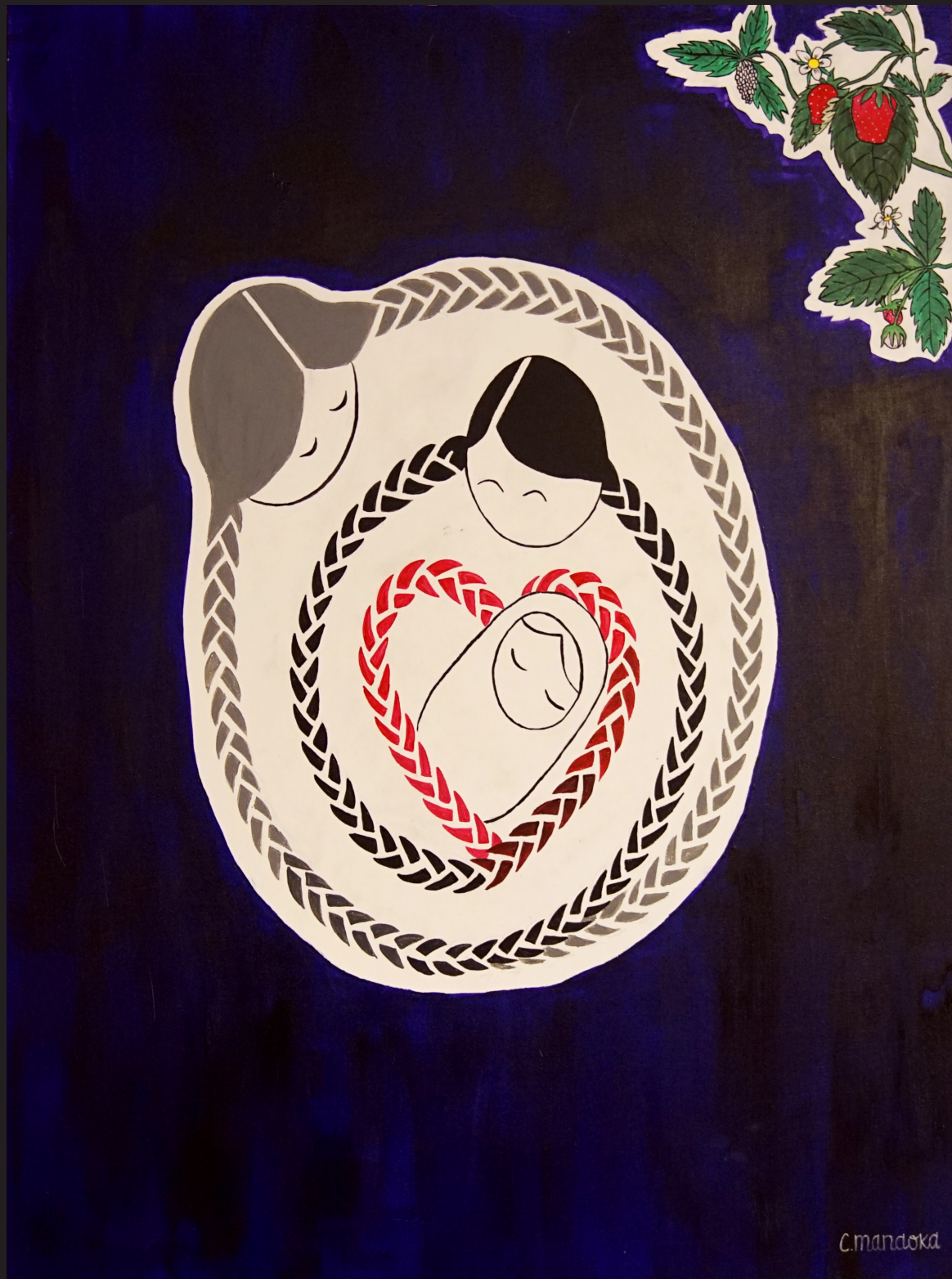
V. BREACH OF THE CODE OF ETHICS

If anyone should know of, or become aware of any breach of this Code of Ethics by another employee or associate, they are under an obligation to notify their Supervisor, the HHS Director or the Compliance Officer. Breach of the Code of Ethics can also be reported anonymously through the compliance hotline or the compliance software.

VI. NON-RETALIATION

It is your responsibility to report issues and concerns. We understand that you may not wish to report concerns if you feel you may be subject to retaliation or harassment. The HHSD strictly prohibits retaliation of any kind against any individual who reports an issue or a concern in good faith. Retaliation is subject to disciplinary action up to and including termination.

VII. SEVEN GRANDFATHER TEACHINGS



Love- In memory of Lindsay Porter Pavey, Acrylic on canvas 2017.
By Charmaine Mandoka

LOVE – DEBANAWEN

“Knowing love is to know peace. Our love must be unconditional. Accept it sincerely; give it freely as it knows no boundaries.”

WHAT IS EXPECTED OF ME?

1. Demonstrate compassion towards co-workers, patients and the community by understanding their needs and working together to address their concerns appropriately.
2. Be fair and consistent when interacting with co-workers, patients and the community.
3. Provide assistance to patients, colleagues, and community within your scope and abilities.
4. Strive to create a safe environment by encouraging others to express their concerns appropriately without fear of retaliation.
5. Demonstrate enthusiasm for the work that is being done.
6. Acknowledge the successes of patients, colleagues, leaders and the community.
7. Take care of your physical, mental, emotional and spiritual health in order to provide health assistance to others.
8. Consider the best interests of patients/clients when decisions are made.



Respect- In memory of Margaret "Mocking-Bird" Kilgore, Acrylic on canvas 2017.
By Craig Chivis

RESPECT – WDETANMOWEN

"A way to honor creation is by showing Respect. We demonstrate Respect by realizing the value of all people and things and by showing courteous consideration and appreciation."

WHAT IS EXPECTED OF ME?

1. Actively listen to opinions of others with the intent of learning from them.
2. Acknowledge the uniqueness, skills, knowledge, and experiences of others.
3. Speak kindly and patiently to coworkers, patients and to their loved ones.
4. Support coworkers in providing excellent care by providing requested information, input or assistance in a timely manner.
5. Protect an individual's right to privacy by maintaining the confidentiality, privacy and integrity of protected health information (PHI) and any information marked as confidential by the HHS Department.
6. Do not discuss patient information in public places or in a manner that might allow information about a patient to be disclosed to someone who does not have the need or right to know.
7. Protect your colleagues' right to privacy by ensuring information shared with you in confidence is not discussed with others.
8. Maintain appropriate provider-patient boundaries.
9. Refrain from engaging in or supporting any activity that would discredit the NHBP government, HHS Department, a coworker, or a patient.



Bravery- John Muguago, Chief from 1839-1863, Acrylic on canvas 2017.
By Nickole Keith and Craig Chivis.

BRAVERY – WÉDASÉWEN

"Facing a problem with integrity is a true demonstration of bravery. We do what is right even when consequences may be unpleasant."

WHAT IS EXPECTED OF ME?

1. Advocate for the needs of patients and their families within the Department, government services or external services.
2. Understand the importance of moral courage in the workplace and report when ethics are being compromised.
3. Understand and fulfil your obligations to report suspected abuse to the appropriate authorities.
4. Be open to constructive criticism and view it as an opportunity to grow and improve your behavior or the situation.
5. Acknowledge mistakes and attempt to resolve them in a positive and timely manner.
6. Advocate for change when practices need to be improved for patient/client care.
7. Provide our personal best at all time.



Truth-In memory of Henry "Tiq" Bush, Acrylic on canvas 2017.
By Kevin Harris JR.

TRUTH - DÉBWÉWEN

"The truth is having the knowledge of our cultural teachings. Our emotional, physical, mental and spiritual gifts will guide each one of us in our journey."

WHAT IS EXPECTED OF ME?

1. Seek to understand the Tribe's history and cultural identity.
2. Provide a culturally safe environment for patients/clients by seeking to understand their cultural identity, history and experiences.
3. Seek to incorporate cultural practice within services and programs.
4. Incorporate cultural values into policies and practices wherever appropriate.



Honesty- In memory of Christine Ann Lanning, Acrylic on canvas.
By Mariesha Keith and Craig Chivis

HONESTY – GWÉKWADSEWEN

“Facing a situation is to be brave, but having the courage to do the right thing and be truthful is honesty. When we walk through life with integrity, it is then that we know Honesty.”

WHAT IS EXPECTED OF ME?

1. Share accurate information when disclosing information.
2. Seek accurate information to inform your decisions.
3. Act and communicate with transparency and integrity.
4. Declare actual or perceived conflicts of interest.
5. When in doubt, ask the following questions;
 - a. Is it the truth?
 - b. Is it ethical?
6. Follow the laws, regulations, policies and procedures as it relates to your role.



Humility- In memory of George Rogers, Acrylic on canvas 2017.
By Kevin Harris JR.

HUMILITY – ÉDBESÉNDOWEN

“Humility is to know that we are a part of creation. We must always consider ourselves equal to one another. We must be aware of the balance and equality of all life, including humans, plants and animals.”

WHAT IS EXPECTED OF ME?

1. Acknowledge limits and request assistance when required and appropriate.
2. Work as a member of the team by sharing knowledge and valuing other’s opinions, experiences, roles, and contributions.
3. Acknowledge other’s assistance and ideas.
4. Ensure that each patient receives the best possible treatment within available resources.



Wisdom- Kche Mani Dec. 25 1861-May 8 1957, Acrylic on canvas 2017.
By Nickole Keith and Craig Chivis

WISDOM – BWAKAWEN

“The mixture of those teachings, combined with the experience of life, is what we refer to as wisdom. We must remember to listen and use the wisdom that has been provided by our elders, tribal leaders, and spiritual leaders.”

WHAT IS EXPECTED OF ME?

1. Maintain professional competence by participating in ongoing career development programs/trainings.
2. Apply spiritual and academic knowledge and skills to your job function.
3. Consult with elders, Tribal leaders, supervisors, or colleagues when necessary to develop a more informed understanding before making a decision.
4. Read, understand and support the HHS Department’s mission and values through your behavior, actions and decisions.
5. Take the time to reflect on and assess your well-being and its impact on your work performance.
6. Use life experience, culture, education, and teachings to guide your interactions with patients and employees.

VIII. WHAT SHOULD I EXPECT FROM NHBP HEALTH AND HUMAN SERVICES (HHS) DEPARTMENT?

- 1. To be treated with respect, honesty and fairness.
- 2. To receive a meaningful and rewarding work experience.
- 3. To experience a safe work environment, free from harassment, intimidation, retaliation and violence.
- 4. A respectful work environment that allows individuals to freely ask questions, seek clarification when needed and raise issues and or concerns without fear of harassment or retaliation.
- 5. Provided opportunities for professional development.
- 6. Provided sufficient resources to carry out the job duties as assigned.
- 7. Provided opportunity to develop cultural Knowledge.

IX. REFERENCES:

- NHBP Health and Human Services Department personnel - 2015
- IHS Ethical and Professional Conduct of Health Care Providers
- NHBP Seven Grandfather Teachings
- NHBP Medicine Wheel
- Nog-da-win-da-min Governance Manual – Code of Ethics
- Troklus, D & Earner, G. (2011) Compliance 101

Developed by:
Tema Pefok, DHA, CHC, CPCO, CHPC
Compliance Officer

X. ACKNOWLEDGEMENT AND ATTESTATION

I have read and understood the NHBP HHS Department Code of Ethics. All of my questions and concerns have been addressed.

I agree to abide by these standards of the Code of Ethics during my employment at NHBP. I do understand that I will be held accountable for my actions and behavior that are inconsistent with the NHBP HHS Department Code of Ethics. I understand that violation of this Code of Ethics could result in disciplinary action ranging from verbal warning up to termination of employment, suspension of medical staff privilege or termination of business relationship. In some cases, legal prosecution may be applicable.

Name: _____

Signature: _____

Date: _____



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