



# CODE OF ETHICS

## Requirements for HHSA Providers

County of San Diego – Health and Human Services

Business Assurance and Compliance

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# Disclaimer



This slide deck is intended as a resource to assist HHSA providers with common topics related to their contractual requirements. This slide deck is not intended to be a comprehensive set of contract requirements nor legal advice. For a comprehensive description of your contractual requirements, review your contract language.

# Code of Ethics



## What is it?



A code of ethics ('Code') is a guide of principles designed to help workforce members conduct business honestly and with integrity



The Code outlines the ethical principles that govern decisions and behavior at the organization and links these principles to standards of professional conduct



Workforce members are expected to be aware of, and behave in accordance with their organization's Code and support an environment that nurtures and encourages ethical conduct



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## What are Providers' Requirements?

- Contractual requirements related to the code are typically found in the County contract template, section 8.19. Providers need to:

Train their workforce members on the Code. 'Workforce Members' include:

- Positions paid by the contract, including those paid through indirect funds or overhead
- Those with access to County clients or County client data, even if the position is unpaid



Have workforce members certify that they have received training and were given the chance to ask questions



Maintain certifications and records related to their workforce members' training



Pass down these requirements to all subcontractors, consultants, and other agents

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## Where can I find a Code of Ethics?

Providers are expected to develop and implement their own Code

The County of San Diego has a Code of Ethics, found here:

<https://www.sandiegocounty.gov/cao/docs/elspstmt.pdf>

The County of San Diego, Health and Human Services Agency has a Code of Conduct, found here:

[HHSA Code of Conduct Policy](#)



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More questions? Ask us!



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