

1.07 CONFLICTS OF INTEREST

Effective Date: 1/01/2007

(1.08)

Employees and Board members have an obligation to conduct business within guidelines that prohibit actual or potential conflicts of interest. This policy establishes only the framework within which Family Choices, NFPC (the Agency) wishes the organization to operate. The purpose of these guidelines is to provide general direction so that employees and Board of Directors members can seek further clarification on issues related to the subject of acceptable standards of operation. Contact your supervisor for more information or questions about conflicts of interest.

An actual or potential conflict of interest occurs when an employee or Board member is in a position to influence a decision that may result in a personal gain for that employee, Board member, or for a relative as a result of the Agency's business dealings.

No "presumption of guilt" is created by the mere existence of a relationship with outside firms. However, if employees and Board members have any influence on transactions involving hiring cooperating agencies, attorneys, or other services, it is imperative that they disclose to an officer of the Agency as soon as possible the existence of any actual or potential conflict of interest so that safeguards can be established to protect all parties. All clients will be notified of the relationship that this Agency and its employees have with the Law Firm of Crouse, Cobb & Bays or any other law firm.

Personal gain may result not only in cases where an employee, Board member, or relative has a significant ownership in a firm with which the Agency does business but also when an employee or relative receives any kickback, bribe, substantial gift, or special consideration as a result of any transaction or business dealings involving the Agency.