

# MEDICINE HAT & DISTRICT HEALTH FOUNDATION

<b>Policy and Procedure Manual</b>	Title: <b>Conflict of Interest Policy</b>	
	Section: <b>Ethics and Accountability</b>	Reference Number: III.2019.003

Foundation Board Members, employees and volunteers herein after referred to as “Foundation Representatives” have an obligation to ensure there is not or does not appear to be, any conflict between their personal or private interest and that of their hospital related work or responsibility. Ethical business practice demands this.

A Conflict of Interest exists when a Foundation Representative or family member benefits, either directly or indirectly, by using their position, authority, and workplace knowledge or inside information. The same also exists when they allow someone else to benefit in the same manner. The use of position or information gathered by a Foundation Representative to make a decision or to take action negatively affecting the Foundation or REGIONAL HEALTH AUTHORITY is also considered a conflict of interest.

With the above in mind, the Foundation Representative will:

Conduct personal and professional working relationships in the best interest of: the Foundation and REGIONAL HEALTH AUTHORITY, the individuals served by the Foundation and REGIONAL HEALTH AUTHORITY and the community itself.

Disclose to the Executive Director, any direct or indirect financial or personal interests that might create a potential for conflict of interest. This would include other employment relationships including self-employment or private practice on the part of Foundation Representatives.

Foundation Representatives may not provide services or private practice related to their personal profession or area of personal expertise to the Health Foundation.

Private practice is not to be conducted on Foundation premises, during the Representative’s workday, nor are Foundation or REGIONAL HEALTH AUTHORITY resources to be used.

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Inform the Executive Director of potential conflicts of interest related to appointments or elections to Boards or Committees outside the Foundation's and REGIONAL HEALTH AUTHORITY'S organizations.

Refrain from using one's credentials, work position or affiliation with the Foundation to promote or endorse non-foundation or non-hospital products or services, or to gain personal benefit of any kind.

Health Foundation Representatives are advised that those who violate the intent and direction of this policy may be subject to disciplinary action up to and including their dismissal.

This conflict of interest policy is in addition to the provisions of any other government or regulatory statutes pertaining to the actions of the Foundation Representative.

All Foundation Representatives will sign a Conflict of Interest Disclosure statement annually.

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## Signatures/Approvals:

<u>Brent Fisher</u>	<u>Board Chair</u>	<u>September 2019</u>
Name	Title	Date

<u>Heather Bach</u>	<u>Executive Director</u>	<u>September 2019</u>
Name	Title	Date