



Federation of Families, Miami-Dade Chapter Inc.

### CODE OF ETHICS POLICY

The Code of Ethics policy of the Federation of Families (FOF) requires that all our employees, board members and volunteers will:

- ❖ Have genuine interest in all persons served, and will dedicate themselves to their best interest of the people served to help them help themselves.
- ❖ Respect the privacy of persons served and holds in confidence the information obtained in the course of professional service in accordance with the laws on Confidentiality and Participant Rights.
- ❖ Maintain confidentiality when storing, using, or disposing of participant records.
- ❖ Maintain a professional attitude, which upholds confidentiality toward individuals served, colleagues, applicants, and participants of the Center and FOF and Youth MOVE.
- ❖ Maintain participant and co-worker confidentiality, and will hold as confidential any information obtained concerning FOF and Youth MOVE during employment and after termination of employment.
- ❖ Respect the rights and views of colleagues and program participants, and treat them with fairness, courtesy and good faith.
- ❖ Respect the confidences of co-workers and participants in programs.
- ❖ Respect the workers and their relationships that came before me.
- ❖ Respect all community professions and people.
- ❖ Maintain high standard of service provided to the participants we serve.
- ❖ Inform colleagues of any violations of ethical standards and report activity to supervisor as required.
- ❖ Follow policy and procedures related to public statements by employees of FOF.
- ❖ Have total commitment to provide the highest quality of programs to those who seek assistance.
- ❖ Assess personal strengths, limitation, biases and effectiveness of self and programs and change where needed.
- ❖ Strive to become and remain proficient in professional practice and the performance of job responsibilities in order to serve people better.
- ❖ Treat co-workers and participants with respect and courtesy.
- ❖ Seek assistance for any problems that impair performance.

Our Code of Ethics requires that all staff will not:

- ❖ Discriminate against or refuse professional programs to anyone on the basis of age, cognitive ability or limitations, country of origin, degree of acculturation, educational level attained, environment and surroundings, family household composition, gender identity, generation, health practices (including use of traditional healer techniques), linguistic characteristics, military affiliation, occupational groups, perceptions of family and community, perceptions of health and well-being and related practices, perceptions/beliefs regarding diet and nutrition, physical ability or limitations, political beliefs, racial and ethnic groups, religious and spiritual characteristics (including beliefs, practices, and support systems related to how an individual finds and defines meaning in his/her life), residence, sex, sexual orientation, socioeconomic status..
- ❖ Use professional relationships to further own interests.



Code of Ethics  
Page 2

- ❖ Exploit the trust of the public, co-workers, or persons served, and make every effort to avoid relationships that could impair professional judgment.
- ❖ Neither engage in nor condone any form of harassment or discrimination.
- ❖ Advise on problems outside of the bound of competence.

GOV Policy  
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