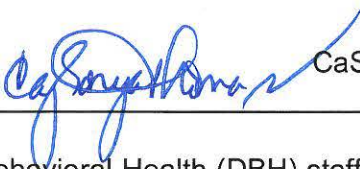


**County of San Bernardino  
Department of Behavioral Health**

**Code of Conduct**

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<b>Effective Date</b>	08/04
<b>Approval Date</b>	01/10/2013

  
CaSonya Thomas, Director

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<b>Policy</b>	All Department of Behavioral Health (DBH) staff are expected to comply with all requirements set forth in the <a href="#">Code of Conduct</a> , applicable statutes, regulations, contractual obligations, and DBH and County policies and procedures
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<b>Purpose</b>	To provide guidance to all members of the DBH workforce and contract agency staff to recognize and deal with ethical issues, provide mechanisms to report unethical conduct and foster a culture of honesty and accountability
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<b>Who Should Adhere</b>	DBH employees, interns, and volunteers.  Contract agency employees, interns, volunteers, and members of Board of Directors.
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<b>Adoption &amp; Compliance</b>	Contract agencies shall either adopt the DBH Code of Conduct or develop its own Code of Conduct. If the agency elects to develop its own Code of Conduct, such document must be reviewed and approved in writing by the DBH Office of Compliance; and can be submitted to:  <p style="text-align: center;">Department of Behavioral Health Office of Compliance 268 W. Hospitality Lane, Suite 400 San Bernardino, CA 92415</p> If the contract agency chooses to adopt the DBH <a href="#">Code of Conduct</a> , it shall comply with all requirements set forth in the Department's Code, applicable statutes, regulations, contractual obligations, and DBH and County policies and procedures.
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<b>Receipt of the Code of Conduct</b>	All DBH staff will receive a copy of the Code of Conduct annually and shall certify receipt and review of the Code of Conduct by signing the acknowledgement form found on the last page of said Code. New employees will receive a copy of the Code of Conduct during DBH's New Employee Orientation training.
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# County of San Bernardino Department of Behavioral Health

## Code of Conduct, Continued

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**Receipt of the  
Code of  
Conduct**  
(continued)

Contract agencies that choose to adopt the DBH Code of Conduct shall have access to the [Code of Conduct](#) via the DBH website. In addition, the agency shall have its staff certify annually that they have received, read, understand and will abide by said Code by signing the acknowledgement form found on the last page of the Code of Conduct.

Contract agencies that elect not to adopt the DBH Code of Conduct must make available a copy of its Code of Conduct for review, available upon request by the Department.

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**Questions**

If you have a question or concern about the contents of the Code of Conduct, or its applicability to a specific circumstance, please discuss it with your supervisor or the Compliance staff at (909) 382-3083. You may also contact the Department's Office of Compliance via email at [compliance\\_questions@dbh.sbcounty.gov](mailto:compliance_questions@dbh.sbcounty.gov). If you prefer anonymity, you may call the Compliance Hotline at (800) 398-9736 or send an anonymous letter.

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**Reference**

U.S. Department of Health & Human Services, Office of Inspector General

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