

## CODE OF CONDUCT

### Our Vision

---

High quality end of life care for all.

### Our Mission

---

To provide the best possible specialist hospice palliative care, enhancing the quality of life for those facing end of life and bereavement.

### Our Values

---

<b>Community</b>	Supporting one another – patient, families, whanau, friends, staff, volunteers and colleagues.
<b>Advocacy</b>	Ensuring equity of access to services for all our communities.
<b>Respect</b>	Upholding autonomy of each person and their community, accepting one another's cultures and beliefs.
<b>Empathy</b>	Acknowledging uniqueness, supporting with dignity, respect and compassion.
<b>Quality</b>	Committed to continuous improvement, aligned to values and core services.

### Standards of Conduct and Professionalism

---

The standards detailed in this Code of Conduct is expected of everyone who serves Waipuna Hospice - our managers, employees, volunteers and contractors. Each of us have an opportunity and an obligation to lead by example. We can demonstrate that leadership by upholding this code in all that we do, whether it is a major business transaction or simply how we treat our colleagues each day.

Our Code cannot possibly cover every situation you may be presented with, but it can provide a guideline.

We expect our Senior Leaders, managers, employees, volunteers and managers to understand our Values and to apply the Code of Conduct to their conduct and decisions on behalf of the organisation.

You are required to:

1. Seek to honor principles of The Treaty of Waitangi both in spirit and in the letter of the law relating to the Treaty.
  2. Lead by our values.
  3. Act with fairness, honesty, integrity and openness
  4. Respect others and treat all people with equality and dignity without regard to gender, race, political beliefs, religion, marital status, disability, age or sexual orientation. Acknowledge each person's diversity and uniqueness and thereby supporting an inclusive team environment.
  5. Promote the vision and mission of Waipuna Hospice in all dealings
  6. Provide safe and positive experiences for those receiving Waipuna Hospices services.
  7. Comply with conditions and terms of your contract/agreement.
-

8. Maintain all qualifications and training necessary for the performance of their duties.
9. Adhere to Waipuna Hospice policies.
10. Respect and maintain the confidentiality of information obtained, including but not limited to, electronic, written and verbal information.
11. Maintain professional relationships with colleagues, patients and family/whanau and adhere to the professional boundaries policy.
12. Make every reasonable effort to ensure Waipuna Hospice does not raise community, supplier, or stakeholder expectations that cannot be fulfilled.
13. Avoid commenting or offering any public criticism or statement detrimental to Waipuna Hospice's reputation.

We trust that all Senior Leaders, managers, employees, volunteers and contractors will:

- Be guided by common sense and good judgment.
- Respect the law.
- Read, understand and follow the Waipuna Hospice's Code of Conduct.
- Comply with organisation policies that apply to their conduct and decisions on behalf of the organisation.
- Share in a commitment to recognize, report and resolve conduct issues of which they become aware.

Name \_\_\_\_\_  
(Please Print)

Signature \_\_\_\_\_

Date \_\_\_\_\_