



## **CODE OF ETHICS TREATMENT OF PERSONS SERVED**

It is the policy of the Board of Directors and management of Achieve Management, Inc, United Cerebral Palsy of Tampa Bay, Inc., and Achieve Foundation, Inc. to comply with the all applicable State and Federal laws and to employ the highest ethical standards and honesty in its treatment of all persons receiving services within the scope of its programs.

The Board of Directors, Chief Executive Officer, and management staff are charged to exercise the utmost good faith to protect and respect the dignity, rights, and personal/physical safety of all persons. It agency policy to offer and encourage the least restrictive program to all consumers. The following represent a sampling of the behaviors that will not be tolerated:

- Corporal punishment
- Personal violence
- Threats of violence
- Psychological, physical or sexual abuse
- Verbal harassment
- Physical restraint

The agency complies with all requirements regarding the reporting of abuse to the proper authorities.

Violations of this Code of Ethics by staff members will be reported to the Chief Executive Officer who is responsible for ensuring his/her subordinates understand and comply with this code of ethics for the treatment of persons served. The Chief Executive Officer will take any action necessary to correct any violation of this code and bring the violator's behavior into compliance with these guidelines. (Disciplinary policies and procedures are defined in the Human Resources Policy and Procedure Manual, section entitled, "Performance and Discipline")

Violations of this Code of Ethics by the Chief Executive Officer and/or a member of the Board of Directors will be reported to the President of the Board. If the President of the Board cannot resolve the matter, he/she will bring it to the full Board of Directors for resolution.