

THE COMPLIANCE PROGRAM

- **The Compliance Program includes the:**
 - Code of Ethical Conduct
 - Compliance policies and procedures
- **The Compliance Program is designed to:**
 - Demonstrate CHOMP's commitment to integrity and honest business practices
 - Prevent, detect, and correct unlawful and unethical behavior at an early stage.
 - Encourage employees to report potential problems

WHO OVERSEES COMPLIANCE?

- **Compliance Department**
 - Tim Nylen, Corporate Compliance Officer
 - Contact
 - Compliance Department: (831) 622-2645
 - Compliance Hotline: (800) 810-0176
- **Compliance Committee**
 - Multidisciplinary group that supports the CCO and Compliance Department

CODE OF ETHICAL CONDUCT

Code of Ethical Conduct

- Applies to everyone affiliated with CHOMP: line staff, directors & supervisors, contracted staff, students, administrators, trustees, and volunteers.
- Provides guidelines for ethical and lawful behavior for: patient care, business practices, billing and record keeping, reporting professionalism, and managing conflicts.

Available on the Intranet - Compliance Department Webpage

COMPLIANCE REPORTING PROGRAM

- You are encouraged to ask questions and/or report any concerns or violations:
 - Discuss the question or concern with your direct supervisor or a member of the management team
 - Call the Compliance Department at (831) 622-2645
 - Call the confidential Compliance Hotline at (800) 810-0176
 - Submit an online report
 - Go to Compliance Department Webpage on the Intranet

COMPLIANCE IS EVERYONE'S RESPONSIBILITY

■ Your Role

- Understand how the Compliance Program applies to you and **ask questions** when necessary
- Behave **honestly**, use good judgment with high ethical standards
- **Report** any actual or suspected violations to management or the Compliance Department

DO THE RIGHT THING!

YOUR actions and work ethic will help maintain the excellent reputation CHOMP enjoys in this community.

ALWAYS do the right thing!

**THE REPUTATION
OF A THOUSAND
YEARS MAY BE
DETERMINED BY
THE CONDUCT OF
ONE HOUR.**