

Policy Number: 1102  
Policy Title: Ethical and Professional  
Behavior  
Date Adopted: January 28, 2015

### Purpose

To communicate the basic standards of ethical behavior that the CSB Board and Fairfax-Falls Church Community Services Board staff are expected to maintain in support of the CSB's mission.

### Policy

It is the policy of the Community Services Board that:

1. Board members perform their designated functions in a manner that reflects the highest standards of ethical behavior.
2. Board members work to implement the stated mission of the CSB, approaching all Board issues with an open mind, prepared to make the best decision for the CSB.
3. Board members fully participate in CSB Board functions. At a minimum, each board member shall actively serve on at least one standing committee.
4. CSB staff, contract agency staff, students, interns, and volunteers perform their designated functions in a manner that reflects the highest standards of ethical behavior.
5. Board and CSB staff shall maintain standards of ethical behavior by adhering to appropriate:
  - Federal, State, County codes and regulations
  - Guidelines adopted or endorsed by professional organizations
  - Licensing and certification boards' standards, and
  - In keeping with the Commonwealth of Virginia's Department of Behavioral Health, and Developmental Services Human Rights Plan.
6. CSB staff actions reflect a competent, respectful, and professional approach when serving consumers and their families and in working with other agencies.
7. The Executive Director shall ensure that Board and staff are educated about ethical issues, including County personnel practices dealing with professional conduct, business practices, promotional practices, clinical practices, conflict-of-interest disclosure, privacy and confidentiality practices and other matters exempted from release by Virginia Freedom of Information Act, procedures for reporting and investigating violations of federal, state, county and/or professional associations' codes Ethics and non-retaliation against a Board or staff member because they complied with this policy.

8. The Executive Director shall ensure that a mechanism will be developed and put in place for handling ethical issues as they arise.

Approved  Secretary January 28, 2015 Date

Reference:

- Fairfax County's Code of Ethics

Policy Adopted: April 28, 2004

Revision Adopted: January 28, 2015