

CODE OF ETHICS

PROFESSIONAL REVIEW BOARD DOCUMENT

XAVIER UNIVERSITY GPHSA CODE OF ETHICS

Preamble

Establishing and maintaining acceptable standards and patterns of behavior for graduate study and field work are crucial for preserving the integrity of the health care management profession. A code of ethics offers general guidelines for decision making rather than defining a detailed framework of absolute right and wrong.

The purpose of this Code of Ethics is to establish standards of ethical behavior for students in the Xavier University Graduate Program in Health Services Administration (GPHSA) in their relationships to the Program, faculty, staff, mentors, preceptors, other professionals and the community. The Code also incorporates standards of ethical behavior governing personal behavior, when the conduct directly relates to the role and identity of students as members of the GPHSA.

The GPHSA is committed to responsible conduct in the development of value-centered leaders in health services administration. The following are the values to which the GPHSA faculty, staff and students are committed:

1. Respect - defined as positive regard and consideration for others.
2. Accountability - defined as responsibility for actions, behavior and decisions; answerability.
3. Integrity - defined as consistency in adherence to moral and ethical principles.
4. Equity - defined as fairness and justice.
5. Open communications - defined as:
 - a. a willingness and an intention to share information in an equitable way;
 - b. a willingness to enter into dialogue in which both listening and speaking are valued;
 - c. willingness to create an interpersonal climate in which people have freedom to express their opinions, thoughts and feelings without fear.

Overview of the GPHSA Students' Responsibilities to the Program:

Students will uphold the mission and values of Xavier University and the mission and values of the GPHSA; conduct all personal, academic and program-related activities with honesty, integrity, respect and fairness; and refrain from any activity that will demean the reputation of the University or the Program.

Students: Responsibility to the Faculty, Professionals, Staff and Peers

Students will:

1. Treat all members of the faculty and staff, health care professionals and others with respect.
2. Respect the time commitment and resources provided to students by those who contribute to the Program.
3. Work within the student peer group to ensure that all are treated with respect.
4. Refrain from disclosing examination information to benefit others who have not yet

undertaken the examination.

5. Refrain from submitting another's language, thought, ideas or work product as their own.
6. Refrain from cheating.
7. Use and maintain University resources, property, facilities, equipment, and software with care and respect, guarding against waste and abuse.
8. Respect the personal property of others, including faculty, staff and student mail/email.
9. Work to maintain a climate of open communication, which includes active listening and which encourages open dialogue of diverse ideas.
10. Respect the rights of others to privacy.
11. Respect the privacy of personal grades.
12. Maintain confidences.
13. Contribute to an environment where all feel respected, satisfied and appreciated.
14. Refrain from harassment or discrimination of any kind, especially that involving race, color, religion, gender, age, national origin, disability, or marital status
15. Develop competencies and skills and grow in the knowledge of health care management.

Students: Responsibilities during Field Work*

Students will

1. Treat all whom they encounter during field work with respect.
2. Conduct all activities during field work with honesty, integrity, respect and fairness.
3. Respect the time commitment and resources provided to students during the field work experience.
4. Maintain the confidences entrusted to them in these environments.
5. Be aware of and work within the ethical guidelines of the field work organization.
6. Avoid the exploitation of professional relationships for personal gain.

Students: Responsibility to the Community

The role of the health care management professional is to work to enhance the well-being of those who use the services of his/her health care organization, to work to improve the health status of the community, to create a more accessible, affordable health care system and to improve the quality of the health care system.

Although students may not yet be health care professionals, a professional program expects its students to recognize their obligations as they prepare for entry into the profession. The GPHSA expects that as part of the preparation for their roles of health care leaders the students will:

1. Participate actively in a class service project in the community.
2. Participate in extracurricular programs which are directed to improving their knowledge about health care issues.
3. Refrain from any activity that will demean the reputation of the University or the Program.
4. Avoid the exploitation of relationships or information established in community service for personal gain.

*Field Work includes activities such as internships, residencies, class projects in the community, and jobs.