Code of Ethics Implementation Plan Paper

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**Introduction**

Organizations need to have a great Code of Ethics in place designed to assist the Ethics Compliance Officer, the advisory board (Ethics Committee), and an ethical auditing board. Organizations can develop, incorporate, sustain, and produce accountability if the Code of Ethics is implemented for every department head. By doing so organizations will develop strong healthy relationships with their employees and develop ethical relationships if the Code of Ethics is part of the organizations mission/value statement.

**A description of how the code will be connected to other important documents such as the mission/vision statement and other organizational policy statements.**

There are six main characteristics to implementing a Code of Ethics and they are:

* Introducing an Ethics Training Curriculum.
* Appointing an Ethics & Compliance Officer.
* Creating an Advisory Board that will oversee and supervise specific power decisions (Ethics Committee).
* Creating a “Whistle-Blowing” instrument (employees and external stakeholders to send forewarnings or report unethical actions.
* Implementing an in-house Ethical Auditing role, which will extend economic and supervision auditing activities in order to check the solidity of ethical nature of the company’s behavior.
* Implementing and developing corporate reporting activities (community accounting, community, and ethical accountability, sustainability reportage), in which Greater Hope Counseling Services LLC occasionally communicates an amount of community, the impact on environmental and economic activities to society. There will be an evaluation of the results (attained) in relation to commitments carry out by the Code of Ethics.

**Mission Statement**

(GHCSLLC) Greater Hope Counseling Services LLC mission statement- “Our missions is to encourage growth and development, along with personal physiognomies and interpersonal capabilities. Greater Hope Counseling Services LLC provide clients and staff members with the benefit to maximize their experience at Greater Hope Counseling Services. We do this through individual sessions, group sessions, and psychotherapy methodologies, clients and staff members can achieve or appreciate the uniqueness of their personalities and discover innovative ways to cultivate their potential. All of this is made possible through our therapeutic processes.”

**A research-supported strategy for launching the code and communicating its implementation to all stakeholders.**

The processes below define the research described activities designed at gaining insight into the risk factors and barriers that may impede responsible action(s) within the organization. These activities are aimed at common translations involving stakeholders, of desirable behavior(s) into a broader generalized standard of besieged values. Activates aimed at simplifying the appropriateness for the code by employees and stimulating employees to act accordingly by the code. Activities aimed at gaining discernment into the risks and barriers that may hinder accountable action(s) within the organization. Activities aimed at solidifying values unambiguously and/or considering them when performing within the organization(s). Activities aimed at defining behavior that is suitable with engaging the Code of Ethics “conduct”. (Gandz & Bird, 1989 p. 54(2), 108-112) “Society has a set of rubrics and conventionalities thus, seeing as all businesses strive for a common goal(s) can only be attained or achieved on a foundation of principles, standards, and morals in society.”

**A research-supported strategy for enforcing the code.**

The strategy that will introduce this Code of Ethics involve writing a clear and thoroughly code explaining the employee’s obligation. Understanding how he/she should conduct while resolving important dilemmas with the code. Displaying various case studies focused on ethical issues that may arise or be encountered and how employees should address the issue(s). Conversing with employees about the sanctions that will be enforced if one violates the code of ethics. This may vary depending on the violation, the sanction can include letter of reprimand, criminal charges, discharged, or legal lawsuits (civil). The code of ethics will be placed throughout the organization or workplace as a reminder of one’s moral obligation and the repercussions that come along with violating the code of ethics.

The formed ethics committee will meet with executive –level leaders or staff who have exhibited archetypal performance records to explain the group’s resolution. Solidify the goal(s) of the committee that will review and investigate all allegation pertaining to unethical behavior. The committee will create a rulebook or set of guidelines for evaluating questionable unethical behavior within the organization. Implement steps an employee must take in order to address the committee with allegations of unethical misconduct. Lastly, conduct an examination before the ethics committee and rules about complaints of unethical misconduct and then the committee must decide the disciplinary outcome or action.

**A research-supported process for evaluating the code for effectiveness and making revisions to maintain applicability.**

(GHCSLLC) Greater Hope Counseling Services LLC will conduct quarterly processes to support the effectiveness of the code of ethics. This will ensure all employees, executive staff members, clients, and department heads will have the training needed to do their job effectively without any misconstrued information. The quarterly training will allow the ethics committee to implement, revise, and maintain applicability, and process and information that is not suited for the organization. By doing so quarterly, this will give the organization the feedback it need(s) from the employees and staff members affected by the inappropriateness of the code. (Francis, 1991 p.9) “Establishing ethical responsibility to educate employees in respect to individuals and shared accountability have advanced considerably.” Constant reviewing will entail feedback for the organization ethical committee based on the suggestive “survey feedback” of its employees and staff members within the organization. Lastly, stakeholder’s involvement i.e. evaluating opinions, designing, and auditing of policies effectiveness affecting stakeholders.

**A discussion that invokes current research and explains why your implementation plan will succeed when many others have failed.**

(GHCSLLC) Greater Hope Counseling Services LLC code of ethics are designed with clear codes and behavior objectives. The code of ethics have spelled out objectives that encourage and discourage behaviors. Our mission is a direct relation to the organization code of ethics so, it provides a clear understanding for all participants e.g. employees, ethics committee, owner, suppliers, stakeholders, staff members, and clients. (Kirrane, 1990 p. 53-60) “Ethics is a system of philosophies that provision a system of morality” Survey feedback will enhance the quality of the code thus, making it effective to provide a clear understanding as to what the code of ethics entail. The expectations of the code of ethics are not unrealistic they provide behavioral guidance for organizational realistic milestones.

**(GCHSLLC) Greater Hope Counseling Services LLC code of ethics revised:**

**Treatment of Others:**

All personnel and clients which whom you have come across, are given factually, equal opportunity, and equal treatment, regardless of sex, race, ethnic origin, religion, disability, or social status. The goal should be to utterly answer/resolve any situation that is brought to your presence. If any situation is brought to any staff member is should be resolved immediately because the other person seems to think it is important to them. (APA, 2002)” There are two cornerstones of ethics for all professions are to do no harm, and do well, non-maleficence, and beneficence. Avoiding harm is vital to the work of counselors.”

**Conflict of Interest:**

(GHCS) Greater Hope Counseling Services personal should not be involved in any actions that he/she cannot approve of without permission that will affect them personally and directly. (GHCS) Greater Hope Counseling Services personal will not have any outside employment that will conflict with the company’s employment. (GHCS) Greater Hope Counseling Services personnel will conduct ethical decisions that will encompass fair treatment of clients seeking treatment. (GHCS) Greater Hope Counseling Services personnel will resolve any issues pertaining to treatment that does not implicate them in a conflict of interest way.

**Integrity:**

(GHCS) Greater Hope Counseling Services personnel will ensure proper safeguard of company (GHCS) Greater Hope Counseling Services and clients monetary funds in their care; these responsibilities also encompass equipment, supplies for employment. Averting money, equipment, supplies, or services to your individual use or profit is an illegal act. Allowing every client to receive information that is correct, factual, unbiased, and communicated effectively. Ensure all personnel/clients are upholding the company integrity model to ensure accuracy inside and outside of employment.

**Confidentiality:**

(GHCS) Greater Hope Counseling Services personnel and clients associated with the company will have access to confidential information about the company and clients so, it is very important that strict confidentiality is applied. (APA, 2002) “Client’s records, addresses, phone numbers, credit information, medical records, and health status are all part of the clients information that should be kept confidential unless otherwise i.e. hospital needs information for referral purposes or court summons.” Personnel will adhere to strict confidentiality about company clients, financial gains, patient medical records, patient(s) health, and collaborative communication to its integrated healthcare system.

**Professionalism:**

All (GHCS) Greater Hope Counseling Services employees will adhere to the professional dress code and behavior model i.e. business attire (men/women), business professionalism, business ethics, and business accountability. Professionalism starts with “treating others as you would like to be treated” therefore, clients have the right to be treated with kindness, professionalism, business ethics, and effective communication. (Dean, 1992 p.286) “Principles include: amenability to the law, respecting others and the well-being of humans, keeping promises, honoring agreements, rejecting bribes and exercising outstanding care, discretion, loyalty to special responsibilities and obligations, evading conflicts of interest, and acting in good faith negotiations, and others.”

**Violations:**

Any violations that are committed within the company-personnel, and clients in any capacity, has the duty and responsibility to correct the violations and bring the violation to its ethics committee (i.e. CEO, Director, Operations management, Supervisor, and elected committee personnel. If the violation is beyond the capacity of the person reporting the person/persons will communicate the unethical behavior to upper management. Any person(s) reporting the violation is protected under the Whistleblower Protection Policy. Any violations of these codes shall be communicated to the director for a speedy resolution. Many resolutions are settled within 3-5 business days.

References

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Appendix

Implementing a Code of Ethics for an organization that properly suit the employees & its staff members.

1. Launching a code of ethics involve strategic communication with all departments.
2. Stakeholder have the responsibility to understand his/her role within the organization that pertain to the code of ethics.
3. Strategic ethical practicing must be implemented into the organization to educate the company.
4. Enforcing a code of ethics must have clear tangible realistic expectation(s).
5. Constant evaluations must be approached as often as possible to solidify the effectiveness.
6. Revising, maintaining, and applicability is a must have to ensure effective communication throughout the organization.
7. The Ethical Committee member(s) must involve themselves in unethical practices or allegations of unethical behaviors to formulate a decision effectively.
8. Implementing an effective code of ethics involve every department and staff member to be educated about the process.

Appendix A:



The Code of Ethics must have key personal value systems that will incorporate sound judgment within the organization. The key elements can assist employees, staff members, management, operation departments, and CEO’s with the necessary tools to deliver ethical practicing.

Appendix B:



Involving oneself in risks that will dissolve integrity and perhaps damage the credibility of an individual is what organizations should strive to deter. The only manageable reason to halt integrity risks are to educate individuals about practicing ethically within the organization and holding up your end of the bargain to ensure he/she receives a fair commitment from The Ethics Committee and its constituents.

Figure 1 & 2 shows a pyramid example of implanting and managing moral behavior(s) within the organization. This figure provides a graphical representation of the methods used to determine moral judgment.