



SOUTHERN ILLINOIS  
HEALTHCARE

## **CODE OF ETHICS AND CONDUCT**

1. Uphold the mission, values, and ethics of SIH. Respect, integrity, compassion, collaboration, stewardship, and quality shall be incorporated into SIH's day-to-day operations.
2. Continually work to improve the quality of patient care. Southern Illinois Healthcare will work to identify and meet the healthcare needs of the community it serves. The admission, transfer and discharge of patients are conducted in an ethical manner and in accordance with the application of local, state and federal regulations.
3. Treat patients in a manner that preserves their dignity, autonomy, self-esteem, civil rights, right to treatment, and involvement in their own care. Effectiveness and safety of care, treatment, and services shall not depend on the patient's ability to pay. Patient information shall be kept confidential to the extent allowed by law.
4. Adhere to open and honest business practices. No false or misleading information will be intentionally entered into the business records (including patient medical records) of SIH. All business records shall be maintained for the respective retention period and in accordance with the appropriate department policy.
5. Comply with federal and state regulations and SIH policies and procedures for the accurate and timely submission of claims and other requests for payment from federal, state and private health care programs. Coding on the claims must be based upon appropriate supporting documentation in the medical record that reflects the reasonableness and necessity of the services provided.
6. Enhance the dignity and image of SIH through positive public information. All SIH employees and associates shall be honest in all public statements, advertising, and publicity.
7. Secure and keep confidential SIH's business information.





8. Promote competitive procurement. Selection of subcontractors, suppliers, and vendors shall be made on the basis of objective criteria that include quality, technical excellence, price, delivery, timeliness, service, and maintenance.
9. Follow policies that are designed to prevent employing or billing for services rendered by an individual or entity that is excluded, suspended, debarred, or ineligible to participate in federal and state health care programs.
10. Decline all gifts or other incentives that would improperly influence relationships or business outcomes pursuant to SIH policy. This policy applies to both the giving and receiving of gratuities. Board members and employees of SIH shall disclose any direct or indirect financial or personal interests that pose potential or actual conflicts of interest.
11. Maintain a work environment that is free from harassment (sexual or other), coercion of any kind (especially to perform illegal or unethical acts), and discrimination on the basis of race, creed, color, sex, ethnic origin, age, or disability. SIH acknowledges that a physician or employee may request to be relieved from participating in a patient's care or treatment in a situation where the prescribed care or treatment presents a conflict with deeply held cultural values, sense of ethics or religious beliefs. SIH will not compromise patient care and treatment if such a request is granted.
12. Employ and follow policies for the protection of the health and safety of employees, affiliates, volunteers, visitors, and patients.
13. Comply with all legal and regulatory requirements that are applicable to SIH and its operations. Business decisions shall not be made that compromise this Code, the Corporate Compliance Program, or the law.
14. Report ethical and compliance violations to the immediate supervisor, the Corporate Compliance Department or the Compliance Helpline.
15. SIH will protect the clinical decisions of the Licensed Independent Practitioner. The patient or appropriate representative has the right to share in and approve decisions related to his/her care.

