



South Central IL Medical Reserve Corps

VOLUNTEER CODE OF CONDUCT

Ethics

Volunteers shall:

- . Maintain high standards of moral and ethical conduct which includes self-control and responsible behavior at all times.
- . Keep all information confidential as required by federal and state laws (Health Insurance Portability and Accountability Act, HIPAA), program specific laws, and all other codes and laws followed by the Clinton County Health Department both now and in the future. This includes personal health information about staff, patients or clients of the health department or affiliated agencies as well as exercise information related to emergency response policies and procedures.
- . Avoid profane and abuse language, discriminatory treatment, and disruptive behavior including behavior that is dangerous to self and others including acts of violence, physical or sexual abuse, intimidation or harassment.
- . Avoid conflicts of interest situations and refrain from any actions that may be perceived as such. Volunteers will disclose all potential or actual conflicts of interest as they may arise.
- . Not accept tips, payments or any type of remuneration for volunteer work.
- . Not speak to or provide information to the media unless designated by the Public Information Officer (PIO)
- . Not use photos, audio, or video recording equipment while on duty unless authorized by the MRC leader or PIO.
- . Not transport, store, possess, sell, and/or consume alcoholic beverages and/or illegal substances and/or misuse prescription drugs while performing volunteer duties or representing the Clinton and Washington County Health Departments and/or Medical Reserve Corps in any capacity or report to any assignment under the influence of said substances.
- . Not be involved in any illegal activities.

Respect and Responsibility

Volunteers shall:

- . Recognize and respect the dignity, privacy, cultures, beliefs, opinions, and decisions of all individuals in a non-judgmental and non-discriminatory way.
- . Be dependable and professional recognizing their commitment and responsibility to complete all training and assignments as required, adhering to all laws, protocols, and standards of practice as established by the health department and MRC.
- . Accept assignments with an open mind realizing that they will have to do whatever needs to be done in an emergency to make sure the public is safe and receives life-saving medication and/or care.
- . Notify their immediate supervisor if they are physically and/or mentally unable to perform their assigned task or if it is beyond their scope of practice.
- . Accept feedback from their supervisor, health department and MRC leaders in order to do the best job possible.
- . Follow all guidelines and rules regarding activation and demobilization when reporting to or leaving any assignment.

Safety

Volunteers shall:

- . Obey all laws, practice within the guidelines of established protocols based upon their licenses and/or credentials, and follow all direction given by authorities on the scene.
- . Adhere to the chain of command, within the Clinton and Washington County Health Department, MRC Unit, and within the Incident Command System established during any activity, drill, exercise, Incident or actual emergency.
- . Use all equipment safely and appropriately as required by assignment and only if they have been trained to use or have been certified to use said equipment.
- . Wear required Identification and clothing.
- . Follow safe work place practices at all times including the use of personal safety protective equipment and the reporting of accidents, injuries, and unsafe situations and/or conditions to the appropriate staff person.
- . Report any suspicious activities to their immediate supervisor.

. Not be in possession of a firearm unless they are licensed to carry a weapon and it is directly to their specific assignment.

Violation of the Volunteer Code of Conduct will result in disciplinary action which may include immediate dismissal from the South Central Illinois Medical Reserve Corps and/or legal action depending on the nature of the violation.

Signature of Volunteer

Print Name of Volunteer

Signature of MRC Director

Date

Office of Emergency Preparedness and Response- Medical Reserve Corps

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