



Policy Title:	Approval and Implementation of the Code of Conduct
Policy #:	01-001-0015
Effective Date:	01/13/2026
Approved by:	SCCCMH Board of Directors
Functional Area:	Corporate Compliance
Responsible Leaders:	Telly Delor, Chief Compliance Officer
Policy Owners:	Joy Vittone, Corporate Compliance Officer Stephanie Shank, Human Resource Director
Applies to:	Community Agency Contractor, Contracted Network Providers, Directly Operated Programs, Specialized Residential Providers, SCCCMH Staff, SCCCMH Board

Purpose: To formally approve and establish the St. Clair County Community Mental Health (SCCCMH) Code of Conduct as the official guide for ethical behavior and professional standards within SCCCMH.

I. Policy Statement

It is the policy of the SCCCMH Board of Directors that the [SCCCMH Code of Conduct](#), attached as Exhibit A and approved by the Board on December 9, 2025, outlines the principles, expectations, and standards that govern all interactions and business activities within and on behalf of SCCCMH.

II. Standards

- A. All individuals covered by this policy are expected to familiarize themselves with and comply with the provisions of the SCCCMH Code of Conduct.

- B. Violations of the Code of Conduct will be subject to disciplinary action, which may include verbal warnings, written warnings, suspension, or termination, depending on the severity and recurrence of the offense, in accordance with [Administrative Policy # 06-001-0055, Personnel: Corrective/Disciplinary Action](#).
- C. The Code of Conduct will be reviewed and updated annually to ensure the Code's continued relevance and effectiveness. Revisions will be approved by the SCCCMH Board of Directors and communicated to all relevant parties.
- D. All employees are required to acknowledge their understanding and agreement to abide by the SCCCMH Code of Conduct annually and at their initial hire date during onboarding or orientation.

III. Procedures, Definitions, and Other Resources

A. Procedures

None

B. Related Policies

[Administrative Policy # 06-001-0055, Personnel: Corrective/Disciplinary Action](#)

C. Definitions

None

D. Forms

Code of Conduct Acknowledgement

E. Other Resources (i.e., training, secondary contact information, exhibits, etc.)

[Exhibit A: St. Clair County Community Mental Health Code of Conduct](#)

Secondary Contact Information: Kristy Dennis, Human Resources Manager

F. References

None

IV. History

- Initial Approval Date: 2026
- Last Revision Date: BY:
- Last Reviewed Date: BY:
- Non-Substantive Revisions: N/A
- Key Words: Code of Conduct