



Our Business Code of Conduct

We obey the law

We make sure our activities are in compliance with all laws and regulations that apply to our business. We cooperate with and support our Code of Conduct by committing the necessary resources to ensure compliance. We know internal corrective action will be taken if we do not follow laws and that unlawful activities must be reported. We know everyone is equally responsible for making sure we observe high standards of behavior.

We do the right thing

We use reporting systems if we think our Code of Conduct is not being honored. We report suspected violations of laws, regulations, policies, and procedures to our leaders or others in the chain of command.

We don't give or accept illegal gifts, favors, or kickbacks

We follow system policy guidelines regarding giving or receiving gifts or discounts from people who supply goods and services. We do not engage in lobbying on behalf of Children's Wisconsin without the express approval of the Vice President of Government and Legal Affairs.

We work safely

Everyone is responsible for following standard precautions in caring for patients and helping others do so. We maintain a drug-free workplace and understand this means we may be subject to drug testing. We report any environmental or safety hazards or concerns promptly. We follow posted warnings and regulations.

We keep accurate and complete records

Our financial records and disclosures are accurate. We record all transactions promptly and accurately according to generally accepted accounting and patient care standards. We never falsify, misrepresent, or delete facts from any record. All patient records meet the documentation standards required for quality care and for medical staff and reimbursement regulations. We treat patient records confidentially and complete them quickly.

We use assets wisely

We understand the community has entrusted us with assets to be used and protected for children's health and welfare. We safeguard, invest, and use these assets to achieve our mission. We avoid waste and find ways to cut cost without cutting quality. We acknowledge Children's Wisconsin can retain the rights to inventions or intellectual property we create or produce during working hours or through the use of the organization's resources.

We promote a positive work environment

We are courteous and respectful to everyone. Harassment or discrimination of any kind is unacceptable, and we will report it. This includes any dealings based on race, color, religion, gender, age, national origin, disability, sexual orientation, and marital or veteran status.



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We protect patient privacy

The protection of the confidentiality of patient health information demonstrates our respect and concern for patients and their families and is required by law. We read, understand, and follow the policies and procedures addressing privacy and data security.

We avoid conflicts of interest

As employees, we avoid involvement in any decisions where we have a self-interest in the outcome. We understand we must follow the administrative policy and procedure on conflict of interest and avoid even the appearance of a conflict of interest by making an immediate disclosure of pertinent facts and abiding by the decision of leadership regarding potential conflicts.

We do not retaliate

We will not take any disciplinary action against an employee reporting to a leader, the Corporate Compliance Department, The Joint Commission, or a government agency a valid concern about compliance or safety related to their responsibilities within the organization.

As a Children's Wisconsin team member, I will:

- Use the reporting systems if I think our code is not being honored
- Obey the law
- Do what is right
- Create a safe workplace
- Protect patient privacy
- Avoid conflict of interests
- Live by Children's values:
 - Purpose - We act in service of children and families.
 - Collaboration - We work together to care for children and families.
 - Integrity - We build confidence and trust in all interactions.
 - Health - We are at our best.
 - Innovation - We commit to breakthrough solutions with continuous learning.