

Responsibility to Report and Non-Retaliation

CW CR 202

Purpose

To state the policy of AdventHealth relative to employee reporting of suspected violations of the Code of Conduct and non-retaliation.

Policy

Adherence to the AdventHealth Code of Conduct (See policy CWCR 101.0) is vitally important. Managers and supervisors at every level are responsible for making sure that employees are aware of and adhere to the provisions of the Code of Conduct. Questions, clarification or guidance on any point of the Code of Conduct should be directed to the AdventHealth Chief Corporate Responsibility Officer.

It is every employee's responsibility to report suspected violations of the Code of Conduct or other irregularities to their supervisor, their Regional Corporate Responsibility Officer, the AdventHealth Chief Corporate Responsibility Officer, the AdventHealth GuideLine (1-888-924-8433) or online at adventhealth.alertline.com. All reports must contain sufficient information for the Corporate Responsibility Office to investigate the concerns raised. No adverse action or retaliation of any kind will be taken by AdventHealth against an employee because he or she reports in good faith a suspected violation of the Code of Conduct. AdventHealth will treat all such reports as confidential and protect the identity of the employee who has made a report to the maximum extent consistent with fair and rigorous enforcement of the Code of Conduct.

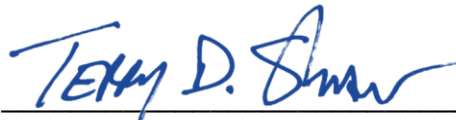
Upon receipt of credible reports of a suspected violation or irregularity, the AdventHealth Corporate Responsibility Department will immediately begin a detailed investigation and will work with Human Resources to take corrective action where appropriate. Violations of the Code of Conduct may result in discipline ranging from warnings and reprimand to discharge. Disciplinary decisions will be made by local entity management in conjunction with the AdventHealth's Corporate Responsibility Department and the AdventHealth Human Resources. In addition, where reasonable diligence on the part of the manager or supervisor would have led to the early discovery of any problems or violation, managers and supervisors may be disciplined for failure to adequately instruct their subordinates or

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for failing to detect non-compliance with applicable policies and legal requirements.

Approved By



Terry D. Shaw, President/CEO

7/24/19

Date

Dates

Origination Date: November 8, 1999

Reviewed and Revised Dates: May 31, 2019; October 5, 2016

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