

# COMPLIANCE HOTLINE: [REDACTED]

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## ○ What will happen if I report a compliance violation?

When you report a compliance violation – either to a supervisor, to the Compliance Office, or through the Compliance Hotline – it will be investigated. For results of an investigation, you may use the same channel through which it was reported.

[REDACTED] has a compliance reporting policy to make sure no one will be adversely affected due to reporting what he or she honestly believes is a compliance violation.

*However, people who purposely make up or distort a report of wrongdoing will not be protected under the policy.*

## ○ What is the Compliance Hotline?

The Compliance Hotline is a telephone hotline open 24 hours a day, 365 days a year. The hotline is operated by a call center in [REDACTED]. You may call the hotline to report a compliance violation without giving your name. Your call will not be traced. If you want to leave your name to help answer questions about the situation, your confidentiality will be protected to the extent the law allows.

## ○ What kind of situations does the Standards of Conduct cover?

The standards are not intended to specifically address every situation, but to give you general guidelines for compliance in areas such as...

- **Relationships within [REDACTED]** — We do the right thing when we treat patients, employees, students, and co-workers with respect – in both large and small ways.
- **Relationships outside [REDACTED]** — We want to make sure our relationships with people, businesses, and agencies outside of [REDACTED] are conducted with honesty and integrity.
- **Handling Information** — We do the right thing when we keep confidential information private, and when we communicate truthfully with others.
- **Business and Finance** — We do the right thing when we conduct business honestly.
- **Following Other Laws** — We do the right thing when we know and follow all the laws that apply to our work at [REDACTED].

## ***Remember ...***

***To report a compliance violation, contact your supervisor, Human Resources, the Corporate Compliance Office, or the Compliance Hotline, [REDACTED].***

[REDACTED]