

POLICY: Code of Conduct (Adopted from UCSF Policy 2017)

Purpose: The UCSF Fresno Code of Conduct articulates the values and ethical practices collectively prized by the UCSF Fresno community. It expresses UCSF Fresno's commitment to teaching, patient care; research and business operations based on the highest ethical principles. In addition, it declares the expectation that all members of the campus community will exercise integrity and highly ethical conduct when making their contribution to the organization.

UCSF FRESNO CODE OF ETHICS

The citizens of California entrust the UCSF Fresno Medical Education Program with the responsibility for providing high quality teaching, health care and research, and for assuring the highest standards of ethical conduct and integrity are practiced in meeting these responsibilities. The personal and professional conduct of each member of the UCSF Fresno community is expected to be consistent with and fully comply with these principles. All members of the UCSF Fresno community are expected to engage in the following:

- Integrity – conducting ourselves with integrity in our dealings with and on behalf of the University.
- Respectful behavior - treating everyone with civility, courtesy, tolerance and acceptance, and recognizing the worth, dignity and unique characteristics of each individual.
- Trustworthy conduct - including dependability, loyalty and honesty in communications and actions.
- Accountability - taking personal responsibility for one's actions and decisions.

Principles of Community

UCSF Fresno is dedicated to learning and teaching in the health sciences. As a graduate medical education campus, UCSF Fresno serves society through four primary missions: teaching, research, patient care and public service. Faculty, staff, residents and students on the UCSF Fresno campus are a composite of many races, creeds and social affiliations. To achieve campus goals, individuals must work collaboratively with mutual respect and with forbearance.

Several principles of community life are established to guide individual and group actions at UCSF Fresno. Adherence to these principles is essential to ensure the integrity of the University and to achieve our goals. UCSF Fresno faculty, staff, residents and students are asked to acknowledge and practice these basic principles of community life:

- We affirm that members of the UCSF Fresno community are valued for their individual qualities, and members are encouraged to apply their unique talents in creative and collaborative work.
- We recognize, value and affirm that social diversity contributes richness to the University community and enhances the quality of life for individuals and groups at UCSF Fresno. We take pride in our various achievements, and celebrate our differences.
- We affirm the right of freedom of expression within the UCSF Fresno community and also affirm commitment to the highest standards of civility and decency toward all persons.
- We are committed to creating and maintaining a community where all persons who participate in University activities can work together in an atmosphere free from all forms of abusive or demeaning communication.
- We affirm the individual right of public expression within the bounds of courtesy, sensitivity and respect.
- We recognize the right of every individual to think and speak as dictated by personal belief, to express individual ideas and to state differences with other points of view, limited only by University requirements regarding time, place and manner.
- We reject acts of discrimination, including those based on race, ethnicity, gender, age, disability, sexual orientation and religious or political beliefs.

- We recognize that UCSF Fresno is devoted to public service, and encourage members of the UCSF Fresno community to participate in public service activities in their own communities and recognize their public service efforts in off-campus community settings.
- We affirm that each member of the UCSF Fresno community is expected to work in accord with these principles and to make individual efforts to enhance the quality of life for all.

Addressing Issues and Concerns

Employees are encouraged to discuss questions or concerns with their immediate supervisor. If this is not practical or issues or conflicts arise that cannot be resolved between the individual and the immediate supervisor, the individual should raise the concerns through the department administrative or academic hierarchy. This may include the next level of manager, the department head, and the office of the Associate Dean. Faculty with concerns or questions should discuss them with the department chair. Management Service Officers (MSOs) and department chairs encountering ethical conflicts involving any UCSF Fresno faculty/employees are expected to work through the Associate Dean. Residents and students with questions or concerns should speak with their faculty advisor, contact the Office of Undergraduate Medical Education, or contact the Office of Graduate Medical Education at UCSF Fresno.

Whistleblower Policy

Under University policy individuals are encouraged to use the University of California Whistleblower Policy if they have a good faith belief that an activity occurred or is continuing to occur that is not in compliance with the federal or state law or University policy. Such individuals are protected from retaliation for making such a "protected disclosure." A "protected disclosure" may be made to the campus Whistleblower Coordinator, Clinical Compliance Officer, or any campus administrator, director, manager or supervisor. This policy can be found on the University of California Office of the President UC Whistleblower website at: <http://tiny.ucsf.edu/wb>

Whistleblower Coordinator

(415) 502-2810

Faculty Misconduct

Academic Personnel Manual (APM) Section 015 – The Faculty Code of Conduct establishes standards of professional conduct and includes listings of faculty responsibilities, ethical principles and types of unacceptable behavior. Faculty Misconduct occurs when there is a violation of the Faculty Code of Conduct as defined in the APM 015 Part II – Professional Responsibilities, Ethical Principles, and Unacceptable Faculty Conduct. Concerns about possible faculty misconduct should be reported to the Associate Dean.

Research Misconduct

The University adheres to the Department of Health and Human Services definition of Research Misconduct as follows: "fabrication, falsification, or plagiarism in proposing, performing, or reviewing research, or in reporting research results." Research misconduct does not include honest error or differences of opinion. Concerns about possible research misconduct should be reported to the Associate Dean who will then notify the UCSF Research Integrity Officer Theresa O'Lonergan and or the IRB. Individuals should not undertake investigations of suspected research misconduct on their own. The UCSF Integrity of Research Policy (Campus Administrative Policy 100-29) can be viewed at <http://policies.ucsf.edu/policy/100-29>

Additional Resources

<http://policies.ucsf.edu/policy>

The UCSF Clinical Enterprise Compliance Program (<http://tiny.ucsf.edu/medctrcodeofconduct>) provides guidance and clarification of roles and responsibilities at all UCSF and UCSF Fresno faculty, staff, students, and house staff participating in the delivery of health care.

(Original signed Policy is available in the UCSF Fresno Office of Medical Education)

Michael Peterson, M.D., Associate Dean, Co-Chair GMEC