

Department: Human Resources	Effective Date: 2/12/18	Procedure Number: 8900
Regulation Number: 1302.90 (c)(1)(2) Sec. 215.42 Codes of Conduct	Regulation Topic: Standards of Conduct	Procedure Title: Standards of Conduct

Procedure:

In accordance with Policy 8900, all direct service providers must develop standards of conduct that includes, but are not limited to, the following:

- Ensure staff, consultants, contractors, and volunteers implement positive strategies to support children’s well-being and prevent and address challenging behavior;
- Ensure staff, consultants, contractors, and volunteers do not maltreat or endanger the safety of children, including, at a minimum, that staff must not:
 - (A) Use corporal punishment;
 - (B) Use isolation to discipline a child;
 - (C) Bind or tie a child to restrict movement or tape a child’s mouth.
 - (D) Use or withhold food as a punishment or reward;
 - (E) Use toilet learning/training methods that punish, demean, or humiliate a child;
 - (F) Use any form of emotional abuse, including public or private humiliation, rejecting, terrorizing, extended ignoring, or corrupting a child;
 - (G) Physically abuse a child;
 - (H) Use any form of verbal abuse, including profane, sarcastic language, threats, or derogatory remarks about the child or child’s family; or,
 - (I) Use physical activity or outdoor time as a punishment or reward;
- Ensure staff, consultants, contractors, and volunteers respect and promote the unique identity of each child and family and do not stereotype on any basis, including gender, race, ethnicity, culture, religion, disability, sexual orientation, or family composition;
- Require staff, consultants, contractors, and volunteers to comply with program confidentiality policies concerning personally identifiable information about children, families, and other staff members;

- Ensure no child is left alone or unsupervised by staff, consultants, contractors, or volunteers while under their care; and,
- Not solicit or accept personal gratuities, favors, or anything of significant monetary value from contractors or potential contractors.

Personnel policies and procedures must include appropriate penalties for staff, consultants, and volunteers who violate the standards of conduct.