

Standards of Conduct

1. MHMRTC employees, agents or spouses do not:
 - a. Solicit or accept gratuities, favors or anything of significant monetary value from clients, clients' families or from a prospective subcontractor.
 - This is not intended to prevent the exchange of nominal gifts or small tokens of appreciation or celebration on appropriate occasions, nor the sharing of hospitality traditional in our culture.
 - This is not intended to prevent family members from giving gifts of any kind to one another.
 - b. Grant any improper favor, service or thing of value to any person, group or business entity in the discharge of official duties.
 - c. Disclose confidential information, use confidential information to advance any financial or personal interest, or assist another person in acquiring a financial or personal interest in a transaction that may be affected by the information.
 - d. Use this organization's facilities, personnel, equipment or supplies for the private gain of the employee or spouse, including soliciting or accepting clients from MHMRTC into their private practice or business.
 - e. Engage in any exchange, purchase or sale of property, goods or services with this organization.
 - f. Hold any position outside this organization that could tend to impair his or her independence of judgment in the performance of his or her official duties with this organization.
 - g. Receive any benefit for referral of consumers to this organization or to any other service providers.
 - h. Employ clients in any personal work arrangement whether or not payment is involved.
 - i. Enter into any type of financial relationship with or on behalf of any client.
 - j. Cohabit or engage in sexual activity with clients or with staff on the same management team or in a direct line of authority.
2. It is against the policy of MHMRTC to permit officers, employees or their relatives to receive preferential services or consideration from this organization in the provision of its services.
3. An employee, officer or agent shall not violate any law relating to his or her office.

* This "Standards of Conduct" document is intended to be used as an abbreviated summary of the policies and procedures that govern MHMR of Tarrant County. Full knowledge of the agency's Code of Ethics, Fraud Policy, and Compliance Plan are still required and reliance on this summary will not excuse full compliance with the policies and procedures of this Agency. Any ambiguity or conflicts between this summary and the underlying policy on procedure will be resolved by strict reference to the underlying policy or procedure.