



## COMMITMENT TO COMPLIANCE

Everyone associated with the Hospital – including employees, board members, administrators, providers, contractors and volunteers – is expected to conduct themselves pursuant to high ethical, business, and legal standards. The Compliance Program Code of Conduct provides an overview of the standards everyone is expected to follow.

*If you suspect that someone is doing anything that is illegal, unethical or in violation of the Code of Conduct, you must report it.*

Examples of what must be reported:

- ☐ Questionable billing, coding or medical record documentation practices, including the improper altering of medical records or claims, or the forging of signatures
- ☐ Giving or accepting something of value in exchange for patient referrals
- ☐ Quality of care issues
- ☐ Unethical or illegal business practices
- ☐ Violations of HIPAA patient privacy standards
- ☐ Violations of HIPAA security standards (e.g., data breaches)



## How to Report Compliance Violations

**Raise Questions or Report Suspected Compliance Issues to:**

- ❖ Your supervisor; or
- ❖ Contact the Chief Compliance Officer/Chief HIPAA Privacy & Security Officer at [CorporateCompliance@jhmc.org](mailto:CorporateCompliance@jhmc.org); or
- ❖ Call the Compliance “Helpline” at 718-206-7892 (available 24/7).

- ☐ All reported compliance issues will be investigated
- ☐ Report the issue anonymously, if you wish, by calling the Helpline
- ☐ Retaliation or intimidation against anyone who in good faith raises a compliance issue or for other good faith participation in the Compliance and Program is prohibited