**Atkinson Family Practice**

**Policy and Procedure**

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| Area: All Departments | Created: 2/17/2023 | Number: |
| Title: **Code of Conduct** | Revised: | Page 1 of 1 |

Atkinson Family Practice is committed to a safe and healthy environment for all our patients, visitors, and employees.  We promote diversity by treating all people equitably, creating an atmosphere that respects the rights and dignity of all people. We will not tolerate any unacceptable behaviors at any of our offices. Including, in person, by phone, or electronic communication.

We reserve the right to dismiss any patient, visitor or employee from our practice who exhibits such behaviors. While it is not possible to list every inappropriate language or behavior the following are examples that would be considered unacceptable.

1. Offensive comments about others’ race, accent, religion, gender, sexual orientation, age, disability, or other personal traits.
2. Refusal to see a clinician or other staff member based on these personal traits.
3. Name calling of anyone in our offices or offensive comments demeaning work ability.
4. Implied or actual Physical or verbal threats or assaults.
5. Sexual words or actions, whether they involve physical touching or not, including gestures, leering, suggestive or vulgar comments.
6. Disrupting another patient’s care or experience.

If you witness or are the target of any of these behaviors, please report it to a member of your care team.

If we believe that there is a credible report of an unacceptable behavior, we may give you a warning or ask you to immediately leave our practice and find a new medical home.

I have read and understand the above policy.

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Printed Name Date

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Signed Name