



CODE OF ETHICS

I. PREAMBLE

[Name of Program] is a professional non-profit organization committed to working with homeless individuals and families. The agency expects its staff and volunteers to provide competent and compassionate services to its clients consistent with the [name of program] mission; and is dedicated to enhancing professionalism in the social services field and ensuring that services are delivered with integrity and in conformance with basic quality assurance standards.

II. BASIC PRINCIPLES

We will serve clients with competence, dedication, and with maximum application of our professional skills.

We will not discriminate on the basis of race, color, gender, disability, sexual orientation, age, religion, national origin, marital status, family composition, political belief, or personal characteristic, condition or status.

We will respect and protect the civil and legal rights of all clients.

We will maintain the integrity of private information and will neither see personal data beyond what is needed to fulfill our professional responsibilities, nor reveal case information to anyone not having proper professional use for such.

We will avoid relationships or commitments that conflict with the interests of our clients.

We will not mislead clients about either the services available to them or their obligations and responsibilities.

A. Ethical Responsibilities to Colleagues

We will cooperate with each other to promote professional interests and concerns.

We will honor requests for technical assistance and training to the best of our abilities.

We will respect the importance of all viewpoints within the agency and will express criticism or differences of opinion in a responsible and constructive manner.

We will respect professional confidences shared by colleagues in the course of our working relationships.

We affirm the obligation of contracting agencies to negotiate fairly for the provision of client services and to avoid any practice resulting in unfair advantage to one party over another.

B. Ethical Responsibilities to Funders

We will negotiate fairly to provide services and pledge integrity in delivering those services with regard for the resources of our funders.

We will strive to honor our contractual commitments and will fulfill our contractual reporting and monitoring obligations to the best of our abilities.

C. Ethical Responsibilities to the Community

We will strive to help our clients lead self-directed lives and to be full participants in the community.

We will respect the diversity of cultures in our communities.

We will advocate for changes in policy and legislation that will improve social conditions and social justice.

We will report, without reservation, any corrupt or unethical behavior, which could affect a client, an agency, or the integrity of the community social services systems.