

CODE OF CONDUCT

INTRODUCTION.

We believe that all staff working in the home should act at all times in a professional and competent manner and with the best interests of the service users in mind. We aim to set out the values, principles and policies underpinning the home's approach to the staffing of the home and the conduct of the staff employed.

POLICY.

The home has a duty to service users to ensure that the staff employed act at all times in a professional and competent manner. All staff therefore, must:

- Treat all service users, visitors and colleagues with respect and courtesy.
- Behave honestly and with integrity.
- Act with due care and diligence.
- Comply with all applicable U.K. laws, health and safety and employment legislation and other codes of conduct.
- Comply with any lawful and reasonable directive given by a supervisor or member of the home's management team.
- Maintain appropriate standards of confidentiality and Data Protection.
- Take reasonable steps to avoid any conflict of interests in connection with home employment.
- Use home's resources in an appropriate manner.
- Do not provide false or misleading information in relation to employment.
- At all times behave in a way that upholds the home's values, integrity and good reputation.
- Do not accept casual gifts or favours from service users, their relatives or visitors.

CODE OF PRACTICE – ALL STAFF

All staff will be issued with the General Social Care Council (GSCC) Code of Practice for Social Care Workers. This document contains agreed codes of practice for social care workers and employers of social care workers describing the standards of conduct and practice within which they should work.

CODE OF PRACTICE-NURSING STAFF. (Nursing Homes Only)

The home has, in addition, a duty to ensure safe and appropriate nursing care for all service users. Qualified staffs are therefore also governed by the NMC Code of Professional Conduct which sets out the conduct by which all qualified nurses on the NMC Register are bound.

According to the code:

- A nurse's registration with the NMC may be suspended or withdrawn as a consequence of proven professional misconduct or unfitness to practice.
- Alleged professional misconduct or perceived unfitness to practice, which may be serious enough to justify removing, suspension of registration must be reported to the NMC.

In the context of this, all staff and managers have a duty to notify to the Proprietor, any breach of professional conduct or perceived unfitness to practice.

Future employment within the organisation would then be discussed and reviewed. The outcome would depend on the severity of the removal from the NMC register.

See also 'Delivering our Service with Pride and Dignity' Policy