

## Corporate Compliance Code of Conduct

Youth Opportunities Upheld, Inc. establishes expectations for directors, officers, and employees to observe and comply with high standards of business and personal ethics in conducting their duties and responsibilities. As employees and representatives of YOU, Inc., employees are expected to practice honesty and integrity in fulfilling their responsibilities and comply with all applicable laws, regulations, and agency policies.

- YOU, Inc. conforms to all state and federal laws and regulations requiring accurate reporting of costs and services.
- YOU, Inc. takes care to assure all billings to government and private payers reflect truth and accuracy.
- YOU, Inc. prohibits any employee from knowingly presenting or causing to be presented any claims for payment or approval that are false, fictitious, or fraudulent. The agency will conduct a thorough investigation of all allegations of fraudulent practices.
- All employees are expected to provide complete and accurate documentation of services delivered.
- It is the responsibility of all directors, officers, and employees to comply with the YOU, Inc. Ethical Conduct Policy and the Corporate Compliance Plan and to report violations or suspected violations. The agency adheres to and supports the guidelines established in the agency Whistleblower policy.
- YOU, Inc. monitors compliance with contract specifications for all agency contracts and service delivery arrangements.
- YOU, Inc. monitors the relationship between the use of services and the financial arrangements between contractors and providers to ensure that there is no conflict of interest.



For more information, please call:

Patti Ellis

Director of Compliance

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