

Company Name: Integrative Supported Living Care

Policy No: 03-1014	Authorised: Pellagia Margolis	Date: 15/01/2020
INDUCEMENTS & CONFLICTS OF INTEREST		

This Policy defines the Organisation's philosophy on the acceptance of inducements (or "bribes") by members of staff, and the action to be followed when faced with a potential Conflict of Interest. This Policy should be read in conjunction with Policy No 3506 - "Gifts, Gratuities & Bequests to Staff".

A: INDUCEMENTS:

1. For the purposes of this Policy, the following definitions are relevant:
 - 1.1 "Inducements" will be considered as "bribes".
 - 1.2 Inducements are considered from 2 standpoints:
 - (1) Where the staff member is approached by an Organisation who will offer material inducements for a favourable decision or disposition;
 - (2) Where the staff member initiates the process, and offers a favourable decision or disposition to an external Organisation in exchange for material gain.
2. Care staff are not permitted to allow any interests that they may have to influence the delivery of the care service to the service user, including choice of the Domiciliary Care Service Provider and / or other external Agencies that may impact upon care service delivery. *In this respect care staff are NOT permitted to ask for, accept, or offer, any inducements that may directly or indirectly relate to these issues.*
3. "Inducements" can be in the form of tangible gifts, or hospitality packages, which have the intention of influencing the ways in which the Organisation's staff treat service users, or choice of Agency to where the service user may be referred or commissioned for specialised services as directed in the service user's Care Plan.
4. Care staff are required to report any attempt to offer inducements to their line supervisor or manager. Acceptance of an inducement by a staff member, or a proven instance of a staff member offering an inducement, will be dealt with as a serious disciplinary matter.

B: CONFLICTS OF INTEREST:

1. If a staff member is faced with a situation which may potentially present a personal or professional conflict of interest, guidance and advice should be sought from senior management. *This will very much depend upon the staff member's ability to exercise appropriate professional judgement.* If judged to be significant, the staff member will be required to formally declare it in a spirit of frankness, transparency and honesty, and report it to their manager for guidance and advice.
2. Thereafter:
 - 2.1 Agreement on the action to be taken will be reached, and appropriate records maintained. This may or may not affect the staff member's on-going involvement with the project matter in hand.
 - 2.2 According to circumstances and responsibilities, it may be necessary to exclude the staff member from any key decision-making processes that relate to the matter in hand.

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