

**MARKLUND
HUMAN RESOURCES POLICY AND PROCEDURE**

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| POLICY NO: 6-9 | PAGE: 1 OF 1 |
| SUBJECT: Resident/Client/Student Care Policy – Additional Work with Families of Residents/Clients/Students | |
| DEPARTMENTS AFFECTED: ALL | APPROVED BY: Leadership |
| ISSUE/REVISION DATE: 5/11/13 | EFFECTIVE DATE: 5/11/23 |

PURPOSE:

The objective of this policy is to define the conflict of interest for an active Marklund employee to also work privately offsite giving direct care/therapy for a resident/community client/student outside of when they are working on the clock for and being paid by Marklund as a Marklund employee.

POLICY:

This conflict of interest policy prohibits any Marklund employee to work privately offsite, and subsequently be paid for services including, but not limited to, direct care and/or therapy for a resident/community client of Marklund, while not actively working on the clock as a Marklund employee.

Employees who are approved to check-out residents during non-working hours may still do so, however, they may not provide any type of direct care/therapy to the resident/community client/student and be paid for such care. Employees may still go on trips and/or extracurricular activities with residents/community clients/students socially off the clock, but they may not attend trips or extracurricular activities with resident/community clients/students for the purpose of direct care and supervision to assist resident/community client/student family members, etc., even without receipt of payment.

Due to this conflict of interest, any employee that fails to follow this policy will be subject to disciplinary action up to and including termination.