

Jackson-Hinds Comprehensive Health Center

Employee Conflicts of Interest Annual Acknowledgement

All employees are expected to undertake their job duties and obligations with the best interest of Jackson-Hinds Comprehensive Health Center (JHCHC) in mind at all times. All employees should avoid situations that raise or may raise a conflict of interest between them, either as an employee or in a personal context, and JHCHC. All employees owe a duty of loyalty to JHCHC and where a decision or action may jeopardize their loyalty or create a conflict between them as an employee or in a personal context and the well-being of JHCHC, employees should act in JHCHC's best interest.

Whether or not an interest is conflicting will depend on the particular circumstances, including the nature and relative importance of the interest that may be financial or involve individual relationships. Therefore it is not feasible to catalog all situations that might be thought to be conflicts of interest. All conflicts of interest must be reported to the Chief Executive Officer. Questions regarding actual or perceived conflicts of interest should be also directed to the Chief Executive Officer.

Health center employees and agents are prohibited from participating in the selection, award, or administration of a contract supported by Federal funds if a real or apparent conflicts of interest would be involved. Such a conflict would arise when a health center employee or agent, or any member of his or her immediate family, his or her domestic partner, or an organization that employs or is about to employ any of the parties indicated herein, has a financial or other interest in the firm selected for an award. In the event of such conflict or appearance of a conflict, disclosure shall be made to the Board of Directors by the Chief Executive Officer and/or Compliance Officer for a determination of whether such conflict, with an employee, can be cured. The Board shall determine whether a conflict exists and in the case of an existing conflict, whether the contemplated transaction may be authorized as just, fair, and reasonable: (a) the person with the conflict is excluded from the discussion and approval and administration of such transaction; (b) a competitive bid or comparable valuation exists; and (c) the (board or a duly constituted committee thereof) has determined that the transaction is in the best interest of the organization. The decision of the Board on these matters will rest in their sole discretion, and their concern must be the welfare of CMCIA d/b/a JHCHC and the advancement of its purpose.

No employee shall solicit or accept gratuities, favors, or anything of monetary value from contractors or parties to any sub-agreements. However, unsubstantial unsolicited items are permitted up to \$100.

Violation of this policy will subject the individual to disciplinary action up to, and including, termination of employment.

Acknowledgement:

The Conflicts of Interest policy shall be reviewed and accepted annually by every staff member. Each new staff member shall be provided with a copy of this policy and will be asked to acknowledge his/her acceptance of the policy upon becoming an employee.

The staff member acknowledges below having received this policy and his/her agreement to fully abide by this JHCHC Conflicts of Interest Policy.

Please check one	
<input type="checkbox"/>	At the present time, to the best of my knowledge, I have no relationship that presents a conflicts to the interests of JHCHC
<input type="checkbox"/>	At the present time, to the best of my knowledge, I have the following relationship(s) that might be considered to present, now or in the future, a conflict to the interests of JHCHC. (Please give details in the space below, use additional pages if necessary.)

Details of relationships that could prevent a conflict (if applicable):

Signature:

Date

Printed Name