

Alberta Alcohol and Drug Abuse Commission
CODE OF ETHICS
AND CONDUCT FOR AADAC EMPLOYEES
June 2006

POLICY STATEMENT

AADAC is committed to providing quality addiction programs and services that reflect the values of the organization. The Commission holds the expectation that all staff will conduct themselves in a manner that demonstrates personal integrity, professional ethics, respect for the law, and their obligations as employees of the public service.

At the same time, it is recognized that employees should enjoy the same rights in their private dealings as any other citizens unless it can be demonstrated that a restriction is essential to public interest.

CONTEXT

AADAC's mission is to make a difference in people's lives by assisting Albertans to achieve freedom from the harmful effects of alcohol, other drugs and gambling. In fulfilling this mandate, the Commission is committed to providing a province-wide system of addiction information, prevention and treatment services. The foundation for this commitment is expressed by AADAC's values:

We value people, treat them with respect and believe in their ability to succeed.

We value individuals, families and communities as partners in addressing addiction problems.

We value staff, and their knowledge, skills, creativity, initiative, and expertise.

We value service delivery that is grounded in research and experience.

This Code of Ethics and Conduct and the accompanying Guidelines for Interpretation outline a basic set of expectations for the professional conduct of all AADAC staff. The Code and Guidelines are not exhaustive, but are intended to offer a framework by which employees can gauge their activities. Employees are encouraged to seek clarification and advice from their supervisor when interpreting the Code or applying it in practice.

PRINCIPLES FOR ACTION

Acknowledging AADAC's commitment to provide quality addiction services which focus on individuals as well as their environments, each employee:

1. Will serve the well being of individual clients, the community-at-large, and the Commission.
2. Will be competent in job performance and functions, and will accurately present their qualifications, skills, abilities, expertise and limitations.
3. Will ensure that personal interests and activities, including business or financial investments, do not conflict with their position or the services rendered as a Commission employee.
4. Is permitted to participate in political activity, bearing in mind the obligations of employment with the Commission.
5. Will present clear facts on matters within their direct knowledge when making any statement to the public, including the media.
6. Will respect the rights and views of colleagues and will strive to sustain co-operative professional relationships.
7. Will serve a client relationship with integrity and respect while delivering service in a conscientious, diligent manner.
8. Will refer clients to other services where it is in the client's best interest to do so.
9. Will protect the confidentiality of client information in accordance with AADAC's governing legislation, Commission Board policy and guidelines.

As public servants, AADAC employees are accountable for their professional conduct. Employees who fail to comply with the provisions of this Code may be subject to disciplinary action, up to and including dismissal.

Adopted: June 27, 1984
Reaffirmed: June 8, 1993
Amended: January 31, 1997
Amended: December 7, 2000
Amended: November 13, 2003
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