

PURPOSE AND OUR RESPONSIBILITIES

- The Code of Conduct demonstrates how all Health PEI staff across the system are to live the organization's three values: Caring, Integrity and Excellence.
- Health PEI is committed to promoting safety, civility and respect in the workplace. The Code of Conduct serves as a guide to outline the positive behaviors that are vital to keeping our workplace healthy.
- It is the responsibility of all Health PEI staff to make sure that we understand the Code of Conduct and use it to guide our actions in the workplace.
- It is the responsibility of Health PEI managers to engage with staff using the Code of Conduct as a tool to support and promote team health and functioning.
- The Code of Conduct is a companion document to all of Health PEI's bylaws, policies, procedures, Patient Bill of Rights, standards and guidelines that set out the rules by which we govern ourselves, it is not intended to be used as a standalone enforcement tool.
- The Code of Conduct complements but does not replace other professional or institutional Codes of Conduct that may already apply to staff within Health PEI.

OUR VALUES

Caring – We treat everyone with compassion, respect, fairness and dignity.

Integrity – We collaborate in an environment of trust, communicate with openness and honesty and are accountable through responsible decision making.

Excellence – We pursue continuous quality improvement through innovation, integration and the adoption of evidence-based practices.

TEAM DISCUSSION QUESTIONS

1. In relation to the values, where are we doing really well as a team?
2. In relation to the values, where can our team improve?
3. What can we do to build on our strengths and improve our team?

For more information and resources related to the Code of Conduct please visit healthpei.ca/src/

How We Live Our Values Health PEI Code of Conduct

Our Values: Caring, Integrity, Excellence



Prepared by the Strengthening Workplace Resilience Steering Committee

Health PEI
One Island Health System

CARING

Treating everyone with compassion, respect, fairness and dignity means we:

- Accept and value the diversity of individuals and groups
- Treat others how they want to be treated
- Establish, encourage and maintain healthy relationships
- Are fully present and are active participants in conversations, decision making and activities
- Recognize the accomplishments of others and offer constructive feedback
- Listen to and value the ideas and opinions of others
- Communicate in a timely and appropriate manner



INTEGRITY

Collaborating in an environment of trust, communicating with openness and honesty and being accountable through responsible decision making means we:

- Build trust through our actions
- Do what we say we are going to do, in a timely manner
- Maintain a person centered approach and include a variety of perspectives and factors when making decisions
- Take responsibility for our decisions and actions and acknowledge and learn from our mistakes
- Be honest in our interactions with others
- Use resources efficiently and distribute them appropriately
- Uphold all standards and policies that apply to Health PEI

EXCELLENCE

Pursuing continuous quality improvement through innovation, integration and the adoption of evidence-based practices means we:

- Collaborate with and understand the roles of others
- Strive to achieve a seamless, person centered care experience for those using the health system
- Are engaged and creative and encourage the same in others
- Use current and credible information to guide our work and decision making
- Make change that furthers our goals and objectives and that is appropriate for our circumstances and setting
- Ensure an effective process for implementing and monitoring new ideas or initiatives
- Evaluate and improve the quality, safety and effectiveness of our decisions and services

