

Name of Policy	Ethics Policy
Author/Lead	Senior Director of Campus Life (SDOCL)
Last Reviewed by SMT	Date: November 15, 2022
SMT Approval Date	November 15, 2022
Effective Date	November 15, 2022
Location	Website, shared drive, Ethics Framework
Applicable to (who)	All staff, parents, students
Mode of Communication to above	Staff meeting; email; manuals
Legal and Other References	PRI Ethical Framework and Worksheet, PRI Staff Code of Conduct, healthcareethics.ca
AC Standards	
Review Date (biannually)	November 2024

DEFINITIONS:

Client- In the context of this document, the word “client” refers to any student, parent or guardian currently being served in a Pine River Institute (PRI) treatment program.

The terms client, youth and students are sometimes used interchangeably when referring to adolescents in our program.

POLICY STATEMENT:

Ethics promotes reflective practice in the delivery of our programs when there is no clear and obvious right course or action. PRI is committed to conducting all practices related to their physical, mental and emotional needs in a manner consistent with the organization’s ethical framework.

PRI has an Ethics Framework and RIVER worksheet to ensure all staff at PRI can use a shared, standardized approach when faced with ethical decisions.

PROCEDURES:

1. Identify Ethical Dilemma

Some signs of encountering an ethical dilemma include:

- A feeling that something isn’t quite right; distress or moral angst. “I just don’t feel comfortable about...” or the use of the word “should”, “What should I do...?”
- Feeling that you, or someone else, is unsafe but not knowing the “right” thing to do to help

- Encountering a situation where two values seem to conflict (i.e. preserving confidentiality and telling the truth)
- A conflict between team members around a challenging situation, often a result of differing beliefs
- A unique situation with no precedence that makes applying existing standards of practice unclear

2. Speak to a Supervisor or access an Ethics Champion via ethics@pineriverinstitute.com

- Many ethical decisions can be guided by existing policies, procedures and systems that are already actively in place at PRI.

3. Work through the RIVER worksheet

- If required/desired you may work through the RIVER worksheet to help guide decision-making.
- For additional support/expertise, the help of an Ethical Champion can be sought.
- With the help of an Ethical Champion, a group might be put together to discuss the issue
- If after discussing the issue with the Ethical Champion and/or larger group, the ethical dilemma is still not resolved, it should be taken by the Ethical Champion to the next level.
 - For governance concerns it is the Governance Committee
 - For organizational or clinical issues it is the Senior Management Team (S.M.T.).
 - The CEO can be consulted at any point as required and has ultimate authority to approve all decisions, other than those relating to Governance which are dealt with by the Board of Directors.

6. Document

- The Ethical decision-making process should be documented on the RIVER Ethics Worksheet and submitted to the Senior Director of Campus Life (SDOCL) for record-keeping and potential knowledge sharing.
- The SDOCL will ensure that any identifying information of the individual(s) involved is removed for privacy. If the ethical dilemma was clinical in nature, an unedited copy should be kept in the clients file.

7. Share Knowledge

- Ethical dilemmas, once solved, may be brought forward and shared in various forums such as staff meetings, Board meetings, Senior Management Team meetings and clinical meetings in order to educate and inform our team.
- Ethical dilemmas encountered will be reported quarterly by the SDOCL at the PQI meetings, highlighting any trends that emerge for review by the CEO and Leadership Team and Risk Committee of the Board

Revision	Date	Modification