

MAINEGENERAL HEALTH

FUNCTIONAL AREA: Leadership

POLICY #: LD-02

EFFECTIVE DATE: 06/08

REVIEWED/REVISED: 07/09, 07/11, 11/11,
08/12, 01/13, 11/13, 08/15, 08/17

TOPIC: Compliance Program

AUTHORIZATION:

President/CEO MaineGeneral Health & MaineGeneral Medical Center

Administrative Director & Chief Compliance Officer

-
- I. PURPOSE:** To promote an organizational culture that encourages ethical conduct and a commitment to compliance with laws and regulations.
- II. POLICY:** MaineGeneral Health and its subsidiaries (hereinafter collectively referred to as "MGH") strive not only to deliver healthcare compassionately but also to act with integrity in all that we do. Compliance with applicable laws, rules, and ethical standards is critical to our maintaining integrity in all of our operations. Our goal is to make sure that each member of the MGH workforce takes responsibility for ethics and compliance, understanding that compliance is everyone's job. MGH recognizes that compliance is "value added" to the organization, in that an effective compliance program will improve quality of care, save resources, increase positive outcomes and strengthen our already strong compliance culture of "doing the right thing". Accordingly, the Compliance Program reflects MGH's formal commitment to ethics and compliance.
- III. RESPONSIBILITIES:** The Compliance Program applies to all MGH officers, directors, employees, medical staff, agents, and contractors. All of us are personally accountable for our individual actions and decisions. We earn credibility with our patients, community, and co-workers by keeping our commitments, acting with honesty and integrity, and pursuing our goals solely through honorable conduct. To do so, it is crucial that we understand the laws, company policies, and contractual obligations that apply to us.
- IV. PROCEDURE:** Managers and Directors should ensure that their staffs are aware of the "Compliance Program" which is attached hereto and incorporated herein by reference.
- V. POLICY ACCESSIBILITY:**
- Original approved MaineGeneral Health Policies are maintained in Administration at the ACH.
 - Entities of MaineGeneral Health maintain and file policies specific to their areas in a designated Administrative area of their own.
 - Copies of MGH policies are filed in the Health Sciences Library of the Thayer Center for Health, Waterville.
 - Employees can access policies via the MaineGeneral Connect site.
- VI. POLICY APPLIES TO:**
- _ MaineGeneral Medical Center
 - _ MaineGeneral Rehabilitation & Long Term Care

- MaineGeneral Retirement Community
- MaineGeneral Community Care
- All

VII. CITATIONS/BEST PRACTICE REFERENCES: (i.e., cite TJC Standard or AHA, CDC)

VIII. POLICY ATTACHMENTS:

- Attachment 1 - Compliance Booklet