

Title VI & Ethics Compliance

Employee & Volunteer Training

Updated May 19, 2022

ASAP of Anderson



Coalition of Volunteers



A DRUG-FREE ANDERSON COUNTY

MISSION: To prevent and reduce substance misuse among youth and adults in Anderson County.



PLANNING

Engage in planning for identifying problems and developing prevention initiatives



IMPLEMENTATION

Engage in action to implement identified plans



OUTCOMES

Review outcomes and continue to reach those who need it most



ASAP VALUES



PREVENTION

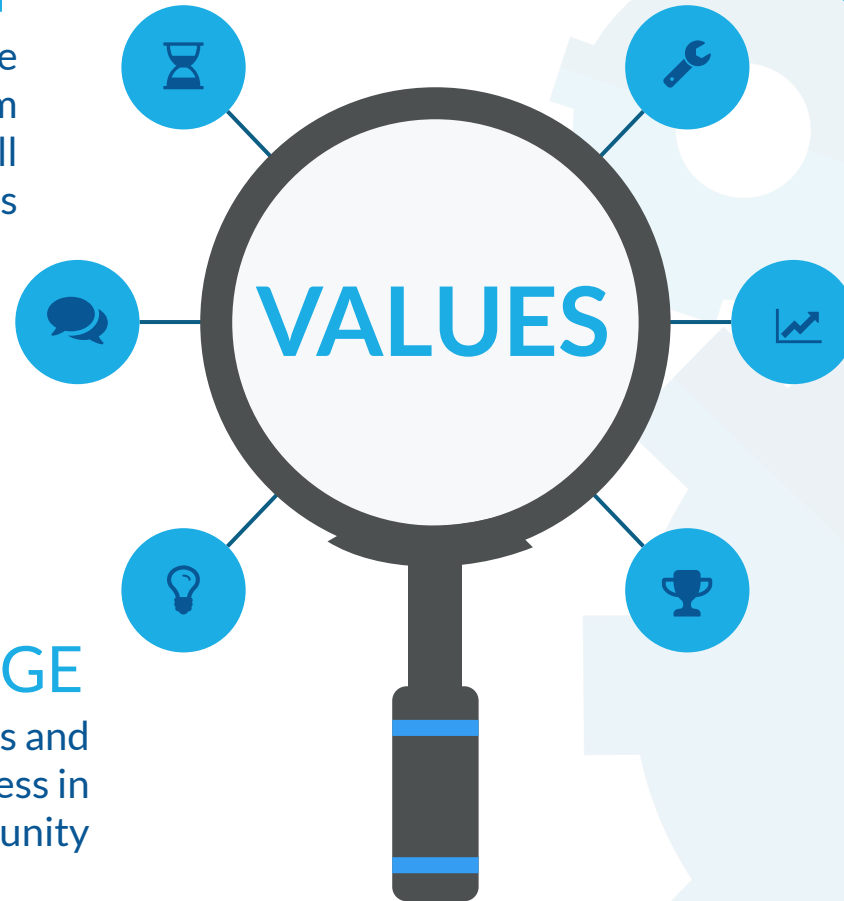
serves as our proactive, cost-effective method to enhance the long-term health, wellness, and safety of all Anderson County citizens

COMPASSION

provides us with a foundation for inclusive, empathetic practices to destigmatize substance use disorder

KNOWLEDGE

informs our daily decisions and allows us to raise awareness in the community



CONNECTION

solidifies our necessity to engage in cross-sector collaboration to successfully enact change

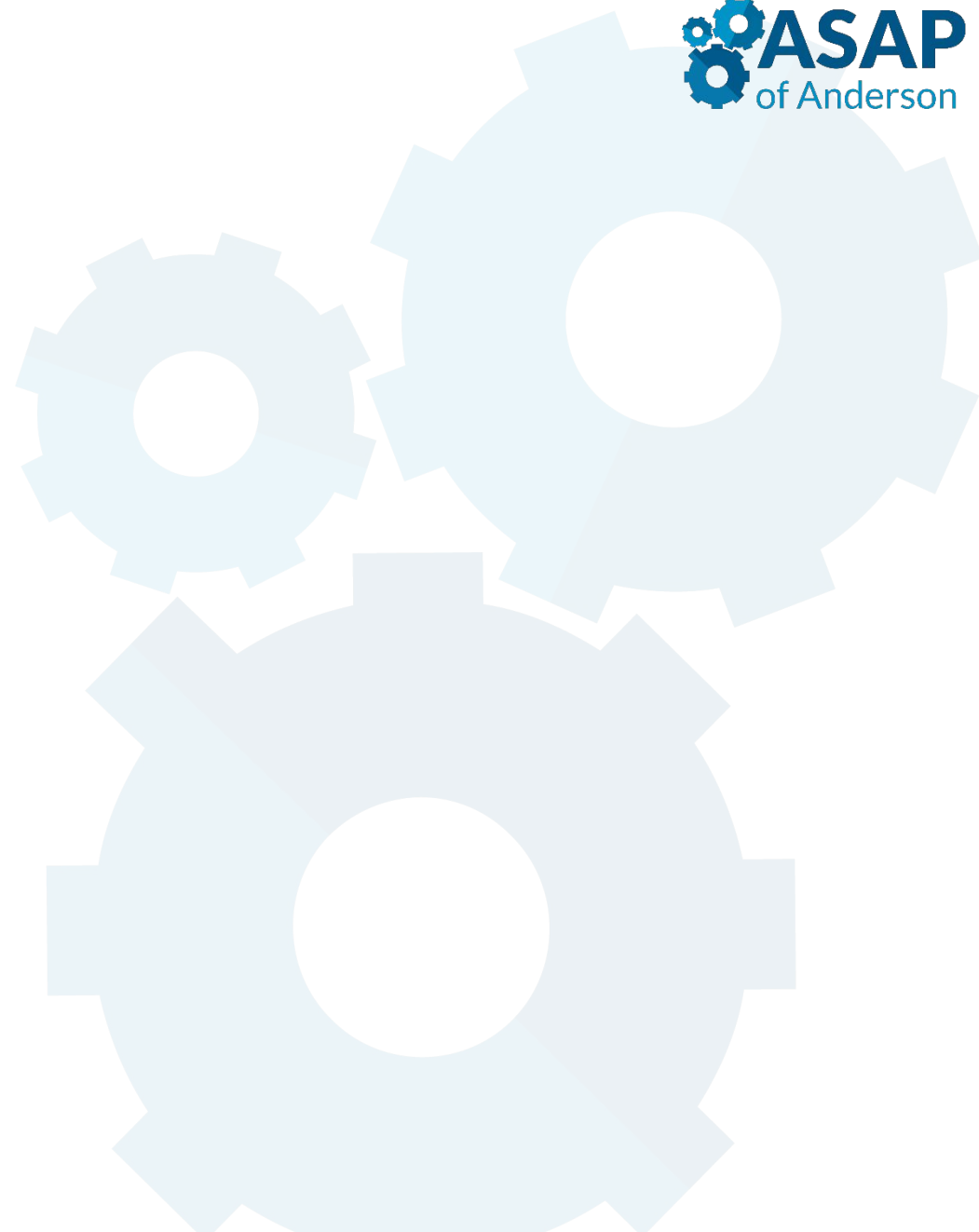
PROGRESS

ensures we focus on identifying and implementing strategies that move us toward our vision

INNOVATION

Inspires us to remain at the forefront of community needs by utilizing emerging trends and pioneering efforts in the field

ETHICS



Code of Ethics

Preamble

The Principles of Ethics are a model of standards of exemplary professional conduct. These Principles of the Code of Ethical Conduct for Prevention Professionals express the professional's recognition of his or her responsibilities to the public, to service recipients, and to colleagues. They guide members in the performance of their professional responsibilities and express the basic tenets of ethical and professional conduct. The Principles call for commitment to honorable behavior, even at the sacrifice of personal advantage. These principles should not be regarded as limitations or restrictions, but as goals toward which Prevention Professionals should constantly strive. They are guided by core values and competencies that have emerged with the development of the field.

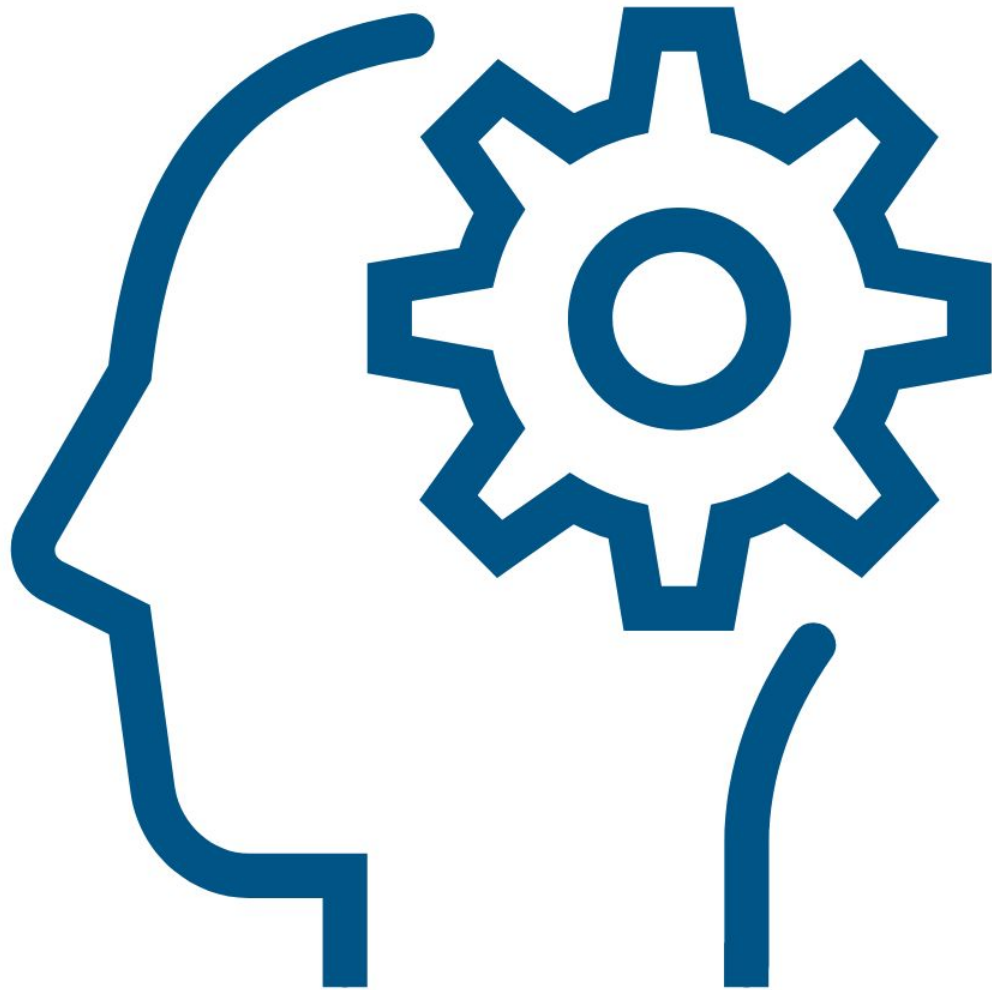
Code of Ethics



Principle 1 - Non-Discrimination

Prevention Specialists shall not discriminate against service recipients or colleagues based on race, religion, national origin, sex, age, sexual orientation, economic condition, or physical, medical, or mental disability. Prevention Specialists should broaden her/his understanding and acceptance of cultural and individual differences, and, in so doing, render services and provide information sensitive to those differences.

Code of Ethics



Principle 2 - Competence

Prevention Specialists shall observe the profession's technical and ethical standards, strive continually to improve personal competence and quality of service delivery, and discharge professional responsibility to the best of his/her ability. Competence is derived from a synthesis of education and experience. It begins with the mastery of a body of knowledge and skill competencies. The maintenance of competence requires a commitment to learning and professional improvement that must continue throughout the professional's life.

Code of Ethics



Principle 3 - Integrity

To maintain and broaden public confidence, Prevention Specialists should perform all responsibilities with the highest sense of integrity. Personal gain and advantage should not subordinate service and the public trust. Integrity can accommodate the inadvertent error and the honest difference of opinion. It cannot accommodate deceit or subordination of principle.

Code of Ethics



Principle 4 - Nature of Services

Practices shall do no harm to service recipients. Services provided by Prevention Specialists shall be respectful and non-exploitive.

Code of Ethics



Principle 5 - Confidentiality

Confidential information acquired during service delivery shall be safeguarded from disclosure, including – but not limited to – verbal disclosure, unsecured maintenance of records, or recording of an activity or presentation without appropriate releases. Prevention Professionals are responsible for knowing the confidentiality regulations relevant to their prevention specialty.

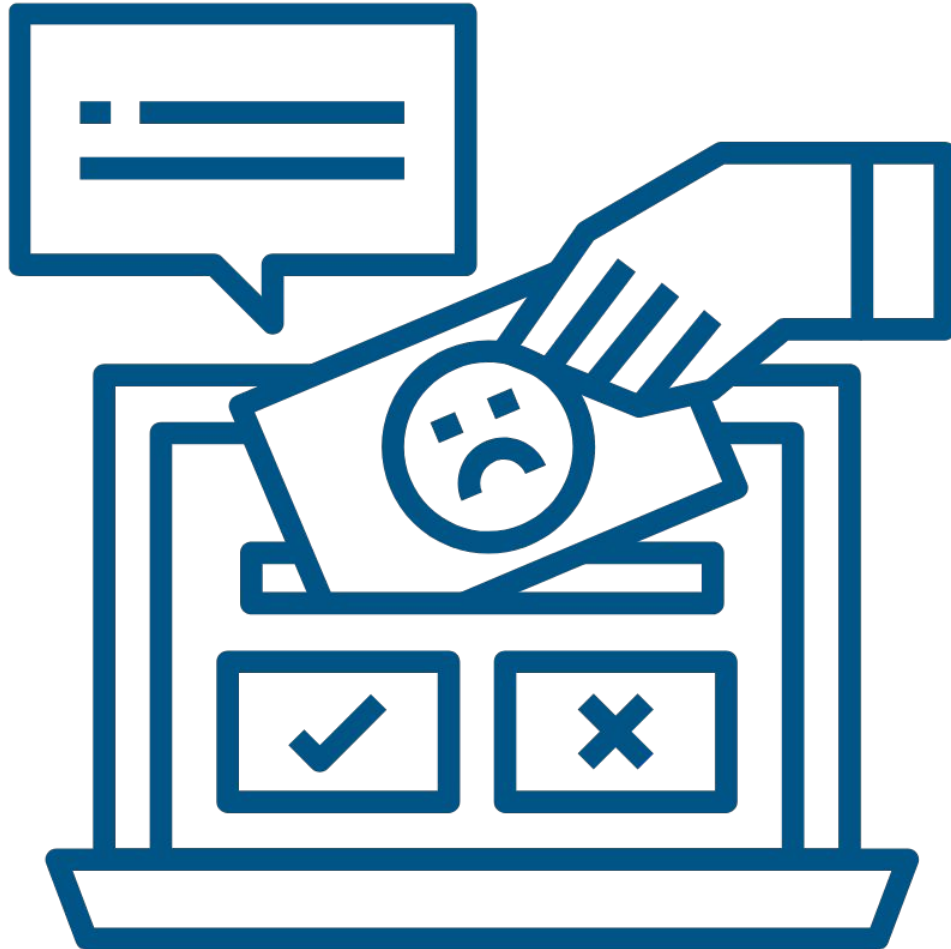
Code of Ethics



Principle 6 - Ethical Obligations for Community and Society

According to their consciences, Prevention Specialists should be proactive on public policy and legislative issues. The public welfare and the individual's right to services and personal wellness should guide the efforts of Prevention Specialists to educate the general public and policy makers. Prevention Specialists should adopt a personal and professional stance that promotes health.

Code of Ethics



Complaint Procedures

A complaint alleging an ethics violation against ASAP or an employee may be filed by an individual as an internal complaint or as an external complaint, i.e., complaint may be filed at the (1) local level (Local Coordinator), (2) Departmental level, or (3) the federal level.

A full outline of complaint procedures can be found in the ASAP of Anderson Policies and Procedures.

TITLE VI





Civil Rights Act of 1964



July 2, 1964

“No person in the United States shall on the basis of race, color or national origin, be excluded from participation in, be denied benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”

• Title VI

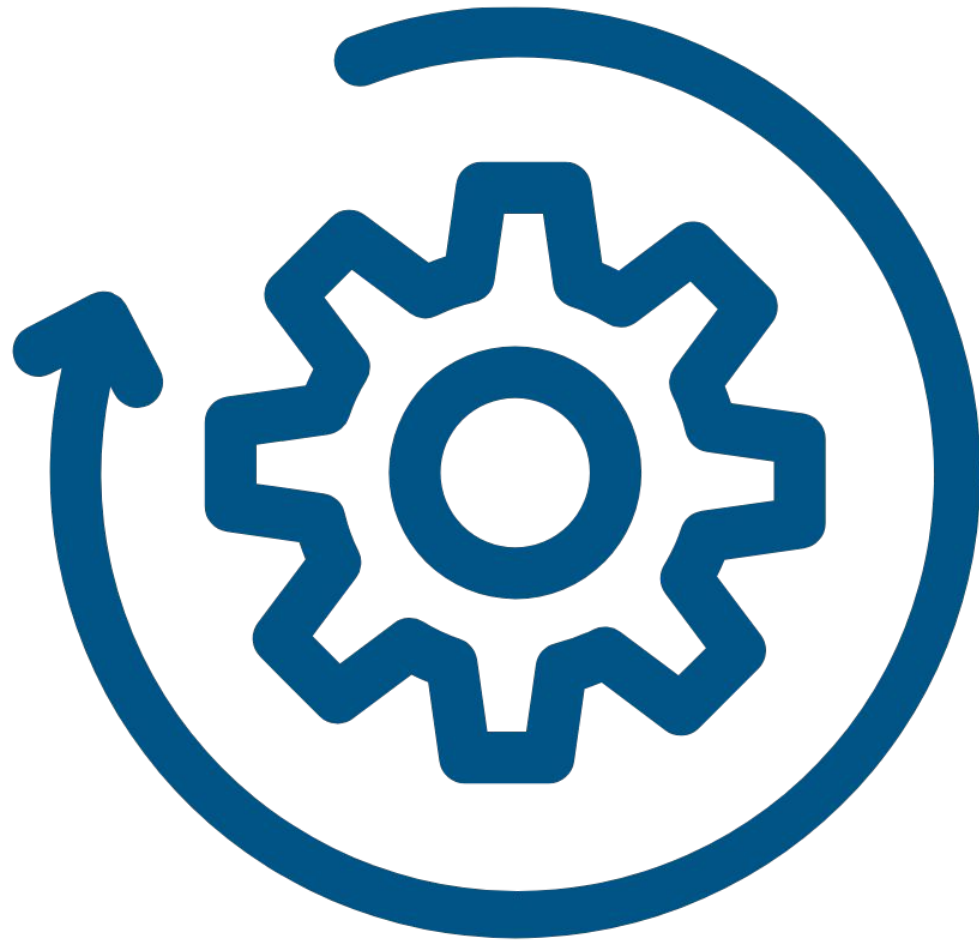


Expansions

Limited English Proficiency

August 11, 2000

• Title VI



Programs & Services

ASAP staff, volunteers, or other representative will not participate in any prohibited practices.



Prohibited Practices

ASAP staff, volunteers, or other representative will not participate in any prohibited practices including to:

1. deny any individual any services, opportunity, or other benefit for which he is otherwise qualified;
2. provide any individual with any service, or other benefit, which is different or is provided in a different manner from that which is provided to others under the program;
3. subject any individual to segregated or separate treatment in any manner related to his receipt of service;
4. restrict an individual in any way in the enjoyment of services, facilities or any other advantage, privilege or other benefit provided to others under the program;
5. adopt methods of administration which would limit participation by any group of recipients or subject them to discrimination;
6. address an individual in a manner that denotes inferiority because of race, color, or national origin.

• Title VI



Keys to Effective Compliance

Ensuring service recipients receive:

1. Equal treatment
2. Equal access
3. Equal rights
4. Equal opportunities

Without regard to their:

1. Race
2. Color
3. National origin (including English proficiency)
4. Age
5. Gender
6. Disability

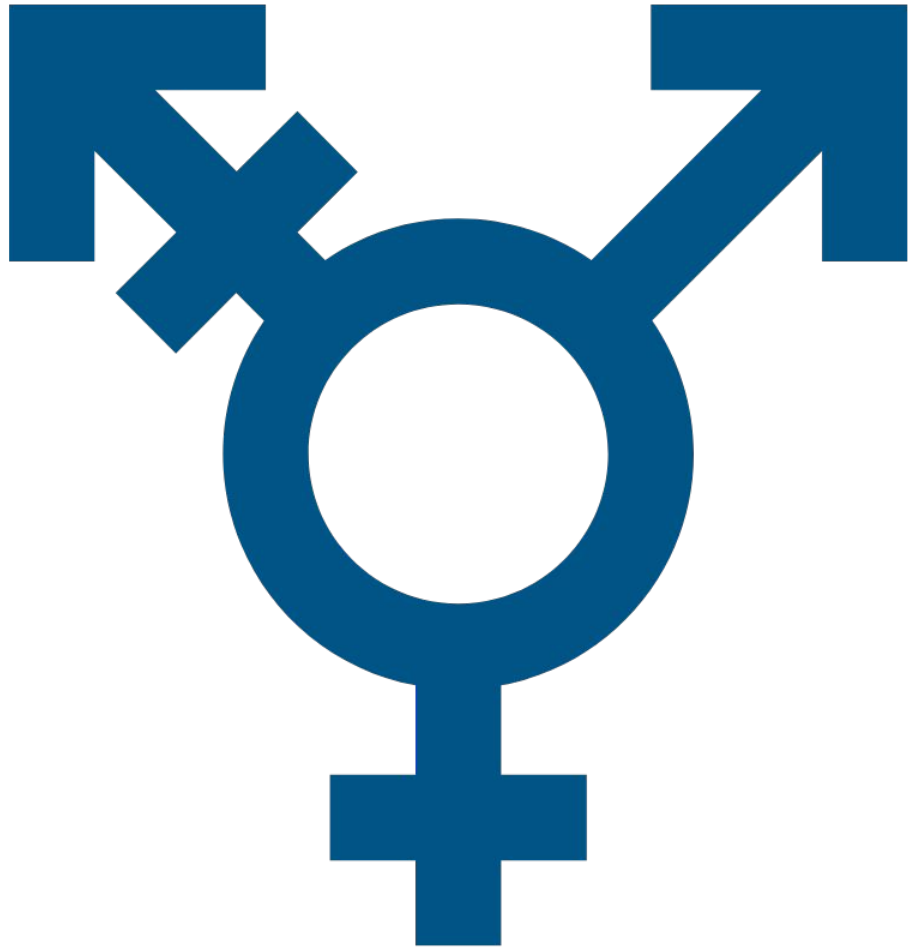
• Title VII



Employment

Prohibits discrimination by covered employers on the basis of race, color, religion, sex, or national origin.

• Title VII



Expansions

Prohibit sexual harassment as sex discrimination

Late 1970's

Prohibit discrimination on the basis of gender identity or transgender status.

2012

Complaints



Title VI Complaints

Complaints must be filed within 30 days of the alleged discrimination with:

ASAP's Title VI Coordinator
Stacey Pratt
Stacey@ASAPofAnderson.org

Forms



Title VI Forms

All forms related to Title VI are located to the left of the main entrance to the ASAP of Anderson office located at :
131 S. Charles G. Seivers Blvd.
Clinton, TN 37716

At ASAPofAnderson.org/about-us/title-vi/

Or may be request by emailing:
ASAP's Title VI Coordinator
Stacey Pratt
Stacey@ASAPofAnderson.org

Additional Resources



ASAP of Anderson

Related Policies and Procedures on Title VI and Ethics can be found at [ASAPofAnderson.org](https://www.asapofanderson.org) along with this presentation in its entirety.

Title VI and Ethics Training Acknowledgement Form

https://docs.google.com/forms/d/e/1FAIpQLScs5Unh57MS2LZcfx_Rn2DCrS_hL4Nrsg3t-zd9kvUX-QU6Bg/viewform

Complete Tennessee Department of Mental Health and Substance Abuse Services Training

https://www.tn.gov/content/dam/tn/mentalhealth/documents/Civil_Rights_Training_for_Website_Use_12-14-16_FINAL.pdf

• In Conclusion

In both the United States and Tennessee, ***everyone*** has a right to fair and equal delivery of services, regardless of:

- Race
- Ethnicity
- National Origin
- Religion
- Political Affiliation
- Level of Education
- Place of residence or business
- Age
- Gender
- Marital Status
- Physical appearance
- Mental or physical disability
- Sexual orientation
- Genetic information
- Source of payment

! Acknowledgement Form

<https://docs.google.com/forms/d/e/1FAIpQLScs5Unh57MS2LZcfxRn2DCrShL4Nrsg3t-zd9kvUX-QU6Bg/viewform>





Thank You