

Code of Ethics

POLICY STATEMENT

The Virginia Department for the Deaf and Hard of Hearing's (VDDHH) Code of Ethics provides direction to employees, board members, and contractors on how to conduct themselves ethically in performing their roles and responsibilities, upholding the highest ethical standards. Employees, board members and contractors as representatives of VDDHH are expected to respect the integrity, rights, dignity, and diversity of all stakeholders. These standards are established so that consumers, partners, vendors, and the general public may be confident of receiving ethical treatment in all interactions with representatives of VDDHH; its employees, board members and contractors.

CODE OF ETHICS

As a representative of the Virginia Department for the Deaf and Hard of Hearing, I *will*:

- Perform work with honesty, diligence and responsibility
- Observe and comply with Federal and state laws and make necessary disclosures
- Exhibit the highest level of professional objectivity in gathering, evaluating, and communicating information to and about the stakeholder being served
- Make a balanced and unbiased assessment of all relevant circumstances and not be improperly influenced by personal interests or beliefs
- Provide services without discriminating based on race, sex, ethnicity, national origin, religion, sexual orientation, gender identity, age, political affiliation, or disability
- Comply with all Federal and state anti-discrimination laws including the applicable provisions of the Americans with Disabilities Act and other relevant disability-rights laws.
- Maintain confidentiality, and appropriate and ethical boundaries with stakeholders with whom VDDHH representatives interact;
 - While acknowledging the Deaf community is tight knit and there may be stakeholders VDDHH representatives have personal relationships outside of work
 - VDDHH representatives are expected to maintain these boundaries in a way that does not compromise the necessary confidentiality of consumer information or agency practices

- When VDDHH representatives are interacting with community members outside of their official work duties and are approached about personal, or confidential matters pursuant to agency roles and responsibilities, community members should be referred to official VDDHH communication channels for information and referrals. For example: a VDDHH representative is attending a Deaf Night Out when a community member approaches to ask for resources and begins to divulge private information describing how their doctor refused to provide an interpreter. The VDDHH representative should ask the person to wait to discuss the issue during business hours and give the stakeholder their business card asking them to follow up with an email, appointment, telephone or video call.
- Maintain the privacy and confidentiality of consumers' information obtained when providing professional services in accordance with Federal and state laws and regulations
- Improve efficiency, effectiveness, and quality of service through personal effort, continuing education, teamwork, and collaboration
- Engage and empower consumers to exercise self-determination and independent decision-making regarding their service(s), refraining from making decisions for them, and referring to legal guardians or other professionals as appropriate
- Abide by the Commonwealth's *Standards of Conduct for Employees* and related policies.

As a representative of the Virginia Department for the Deaf and Hard of Hearing, I will not:

- Engage in acts that would be discreditable to my role, VDDHH, or the Commonwealth of Virginia
- Use public resources for personal gain & benefit
- Engage in decision-making, or behavior that may be perceived as a conflict of interest
- Accept any item, gift or offer that may affect or impair professional judgment or objectivity

Approved by



Virginia Department for the
Deaf and Hard of Hearing

Eric Roth

VDDHH Director

10/29/2025

Date

I have read and understand the VDDHH Code of Ethics and agree to follow the policy outlined above. *I acknowledge that breach of this Code of Ethics may result in disciplinary action.*

Signature of Employee / Board member / Contractor

Date

Printed Name of Employee / Board member / Contractor

