	BUSINESS ETHICS POLICY		
	15 Feb, 2024	1 of 4	
natural health	Date of Version	Page	Document No.

# **BUSINESS ETHICS POLICY**

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() iba	BUSINESS ETHICS POLICY		
natural health	15 Feb, 2024	2 of 4	
natural health	Date of Version	Page	Document No.

#### 1 Purpose

We are committed to conduct our business and activities in a sustainable and ethical manner and comply with relevant legal and regulatory requirements. Our employees and consultants play an important part in our success, and we rely on them to be successful in our business.

The purpose of this policy is to outline ethical expectations regarding employees and consultants.

# 2 Scope

Health Dynamics Pty Ltd T/A Vibe Natural Health commits itself to operating in accordance with an ethical code drawn up through agreed procedures following consultation with members, clients, employees, volunteers, and stakeholders.

# 3 Responsibilities

It shall be the responsibility of the Board to appoint an Ethics Committee headed by a Coordinator. The Coordinator of the Ethics Committee shall be responsible for carrying out the process of developing a Code of Ethics for Health Dynamics Pty Ltd T/A Vibe Natural Health .

The Director shall be responsible for disseminating the eventual Code of Ethics and of ensuring its observance.

# 4 Code of Ethics

# 4.1 Demonstrate integrity

# Act on the basis of a well-informed conscience

- Be discerning and do what you think is right
- Act impartially and objectively
- Act appropriately, and in a professional manner, when you perceive something to be wrong
- Give due weight to all legal, contractual and employment obligations
- Act within your area of expertise

# Be honest and trustworthy

- Accept, as well as give, honest and fair criticism
- Be prepared to explain your work and reasoning
- Give proper credit to those to whom proper credit is due
- In managing perceived conflicts of interest, ensure that those conflicts are disclosed to relevant parties
- Respect confidentiality obligations, express or implied

(iba	BUSINESS ETHICS POLICY		
natural health	15 Feb, 2024	3 of 4	
natural health	Date of Version	Page	Document No.

• Do not engage in fraudulent, corrupt, or criminal conduct

#### Respect the dignity of all persons

- Treat others with courtesy and without discrimination or harassment
- Apply knowledge and skills without bias in respect of race, religion, gender, age, sexual orientation, marital or family status, national origin, or mental or physical abilities

# **4.2** Practice Competently

#### Maintain and develop knowledge and skills

- Continue to develop relevant knowledge and expertise
- Act in a careful and diligent manner
- Seek peer review
- Support the ongoing development of others
- Maintain continuing professional development

#### Represent areas of competence objectively

- Practice within areas of competence
- Neither falsify nor misrepresent qualifications, grades of membership, experience or prior responsibilities

# Act on the basis of adequate knowledge

- Practice in accordance with legal and statutory requirements, and with the standards of the day accepted within the Australia community
- Inform employers or clients if a task requires qualifications and experience outside your areas of competence

# 4.3 Exercise Leadership

#### Uphold the reputation and trustworthiness of the practice of healthcare

- Advocate and support the extension of ethical practice
- Engage responsibly in public debate and deliberation

	BUSINESS ETHICS POLICY		
natural health	15 Feb, 2024	4 of 4	
natural health	Date of Version	Page	Document No.

# Support and encourage diversity

- Select, and provide opportunities for, all healthcare practitioners and other team members on the basis of merit
- Promote diversity in healthcare

# Make reasonable efforts to communicate honestly and effectively to all stakeholders, taking into account the reliance of others on healthcare and managerial expertise

• Provide clear and timely communications on issues such as healthcare services, costs, outcomes and risks

#### 4.4 **Promote Sustainability**

#### Engage responsibly with the community and other stakeholders

- Be sensitive to public concerns
- Inform employers or clients of the likely consequences of proposed activities on the community and the environment
- Promote the involvement of all stakeholders and the community in decisions and processes that may impact upon them and the environment

# Practice healthcare to foster the health, safety and wellbeing of the community and the environment

• Incorporate social, cultural, health, safety, environmental and economic considerations into the healthcare task

#### Balance the needs of the present with the needs of future generations

- In identifying sustainable outcomes consider all options in terms of their economic, environmental and social consequences
- Aim to deliver outcomes that do not compromise the ability of future life to enjoy the same or better environment, health, wellbeing and safety as currently enjoyed.