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POLICY AND PROCEDURE

WHISTLE BLOWER POLICY

2022

Bullhook Community Health Center is committed to operating in furtherance of its tax-exempt purposes and in compliance with all applicable laws, rules and regulations, including those concerning accounting and auditing, and prohibits fraudulent practices by any of its board members, officers, employees, or volunteers. This policy outlines a procedure for employees to report actions that an employee reasonably believes violate a law, or regulation or that constitutes fraudulent accounting or other practices. This policy applies to any matter which is related to Bullhook Community Health Center's business and does not relate to private acts of an individual not connected to the business of Bullhook Community Health Center.

If an employee has a reasonable belief that an employee or Bullhook Community Health Center has engaged in any action that violates any applicable law, or regulation, including those concerning accounting and auditing, or constitutes a fraudulent practice, the employee is expected to immediately report such information to the Chief Executive Officer. If the employee does not feel comfortable reporting the information to the Chief Executive Officer, he or she is expected to report the information to the Chairman of the Board of Directors.

All reports will be followed up promptly, and an investigation conducted. In conducting its investigations, Bullhook Community Health Center will strive to keep the identity of the complaining individual as confidential as possible, while conducting an adequate review and investigation.

Bullhook Community Health Center will not retaliate against an employee in the terms and conditions of employment because that employee: (a) reports to a supervisor, to the Chief Executive Officer, the Board of Directors or to a federal, state or local agency what the employee believes in good faith to be a violation of the law; or (b) participates in good faith in any resulting investigation or proceeding, or (c) exercises his or her rights under any state or federal law(s) or regulation(s) to pursue a claim or take legal action to protect the employee's rights.

Bullhook Community Health Center may take disciplinary action (up to and including termination) against an employee who in management's assessment has engaged in retaliatory conduct in violation of this policy.

Bullhook Community Health Center will not, with the intent to retaliate, take any action harmful to any employee who has provided to law enforcement personnel or a court truthful information relating to the commission or possible commission by Bullhook Community Health Center or any of its employees of a violation of any applicable law or regulation.

All employees will be trained on this policy and Bullhook Community Health Center's prohibition against retaliation in accordance with this policy.



CHIEF EXECUTIVE OFFICER

Date: 11-24-18



CHAIR, BOARD OF DIRECTORS

Date: 12-1-15

Date first adopted	12/19/2007
Date Revised/QI Board approval	12/19/2007
New date adopted/Board of Directors approval	01/01/2008