

## NORTHCARE NETWORK

<b>POLICY TITLE:</b> Anti-Nepotism	<b>CATEGORY:</b> Personnel	
<b>EFFECTIVE DATE:</b> 1/1/15	<b>BOARD APPROVAL DATE:</b> 12/10/14	
<b>REVIEW DATE:</b> 3/17/25	<b>REVISION(S) TO POLICY STATEMENT:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>OTHER REVISION(S):</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>RESPONSIBLE PARTY:</b> HR Manager	<b>CEO APPROVAL DATE:</b> 4/3/25 Megan Rooney, CEO	

### **APPLIES TO**

NorthCare Network Personnel

### **POLICY**

NorthCare Network assures a work environment not adversely affected by nepotism and ensures fair and equitable hiring practices.

### **PURPOSE**

The purpose of this anti-nepotism policy is to promote a positive work environment.

### **DEFINITIONS**

***Close Relative*** - For purposes of this policy, a close relative means spouse, significant other, parent, child, sibling, grandparent, grandchild, aunt, uncle, niece, nephew, or cousin, through blood, marriage, or adoption.

### **REFERENCES**

N/A

### **HISTORY**

NEW POLICY: 1/1/15

REVIEW DATE: 12/3/14, 10/16/15, 8/21/16, 6/19/17, 6/25/18, 4/25/19, 2/21/20, 12/23/20, 10/27/2, 9/8/22, 7/17/23, 5/8/24, 3/17/25

REVISION DATE: 8/21/16, 6/19/17, 6/25/18, 4/25/19, 3/17/25

CEO APPROVAL DATE: 12/3/14, 11/9/15, 9/6/16, 7/13/17, 7/3/18, 5/6/19, 2/26/20, 1/5/21, 11/2/21, 10/4/22, 8/1/23, 6/11/24, 4/3/25

BOARD APPROVAL DATE: 12/10/14

### **PROCEDURES**

The employment of a close relative may cause various problems, including charges of favoritism, conflicts of interest, family discord and scheduling conflicts that work to the disadvantage of both NorthCare Network and its employees. Therefore, the hiring of a close relative of a current employee or a NorthCare Network's Board Member in any capacity, although not prohibited, is strongly discouraged. Any hiring or employment action which presents possible conflict of interest should be brought to the attention of the NorthCare Network CEO and Governing Board to ensure full disclosure.

Employees who have a relationship with perceived conflict of interest may not provide direct supervision.