

Community Relations

All CDS staff will be respectful and dignified when interacting with members of the community.

Valid requests for information from community members will be responded to in a timely manner.

Input (e.g., concerns or complaints) from the community will be welcomed and responded to in a respectful manner.

Marketing

All marketing practices will respect the dignity and privacy of consumers and will honestly represent the programs and services of CDS to the public.

Fund-raising and receipt of donations will comply with University policies.

Marketing activities will uphold the integrity of CDS and be accountable to the public.

Board

The CDS Board will endeavor to eliminate conflicts of interest when advising and providing input to staff regarding the overall operation of CDS.

CDS Board members will put the interests of CDS ahead of their own.



Accredited for:
Community Services
Personal and Social Services
Respite Services
Adult Day Services



Center for Disability Services

CODE OF ETHICS

CDS is committed to providing quality services; an ethical, fair, and professional work environment; ethical consumer practice standards; and ethical business practices that comply with University policies.

Center for Disability Services
1000 Oakland Drive
Kalamazoo, MI 49008
Phone: 269.387.7200

Employee Conduct

All staff will see that CDS meets the needs of the consumers served.

All staff will demonstrate respect for consumers served and for each other.

All staff will follow the WMU Employee Rules of Conduct and Healthy Workplace Standards.

All direct-support staff will follow the Code of Ethics of the National Alliance of Direct Support Professionals.

Other professional staff will follow the Code of Ethics governing their specific discipline, including but not limited to the following:

- American Psychological Association (APA) Code of Ethics

- National Association of Social Workers (NASW) Code of Ethics

- American Counselor's Association (ACA) Code of Ethics

- American Medical Association (AMA) Code of Ethics

- American Society for Public Administration Code of Ethics

Finance

All financial practices will be handled in accordance with applicable federal, state, and local laws.

All financial practices will be consistent with the mission of CDS and will promote the fiscal stability of the organization.

All financial matters shall be conducted according to commonly accepted standards of sound financial management.

All business and financial practices will comply with contractual obligations, accreditation standards, and the policies and procedures of Western Michigan University, the Unified Clinics, and CDS.

Treatment of Consumers

The CDS staff will provide quality services and supports that meet the needs and interests of the people they serve.

The CDS staff will support and encourage each consumer to participate in his or her community.

The CDS staff will respect each individual's right to make choices.

The CDS staff will treat consumers with respect and dignity.

CDS staff will be sensitive to barriers to participation in services and will revise service models and activities as needed.

CDS activities will promote the well-being, self-esteem, and independence of consumers.

CDS activities will be legal, prudent, and ethical.

CDS activities will be consistent with the Mental Health Code, accreditation standards, and the mission, vision, and values of CDS.

CDS MISSION

Our mission is to **help people** who need personal, physical, and /or cognitive assistance **live life fully**.

VISION

Our vision is to **increase our expertise in making it possible for people** with physical and/or cognitive limitations to **become valued members of society**.

VALUES

All people are valued members of society.

All people have the right to make choices affecting their lives.