



CD HELPERS

CODE OF CONDUCT

August the 1st, 2014

For Nurses

1. I will always treat my clients, my CD Helpers employer, and my fellow nurses with kindness and respect.
2. I will always arrive at the client's home on time.
3. I will follow the plan of care each day for my client but allow flexibility in cases where the needs of my client may change.
4. I will maintain a clean, organised and well running home for my client.
5. I will be conscientious and professional when dealing with my clients, CD Helpers employer, and my fellow nurses.
6. I will honour myself and maintain strict daily personal hygiene. I will always be neat, clean and prepared for my clients.
7. I will honour the client's right, my employer's right and my fellow nurse's right to privacy and confidentiality.
8. I will not engage in financial transactions nor intimate relationships with a client or a family member of a client.
9. I will never use alcohol or illegal drugs as a professional nurse.
10. I will respect the property and belongings of my clients, my CD Helpers employer, and my fellow nurses, and never use these for inappropriate personal, illegal or other unauthorized purposes.
11. I will be truthful and tactful in voicing out any concerns or dealing with any conflicts that may arise.
12. I will never act inappropriately, act in a suggestive manner or be overly familiar with my client or client's family members.

For Clients

1. I will always treat my nurse with kindness and respect.
2. I will always be professional and fair in the treatment of my nurse.
3. I will never engage in intimate relationships with nurses nor act inappropriately towards my nurse.
4. I will be truthful and tactful in voicing out any concerns or dealing with any conflicts that may arise.
5. I will never poach or influence my nurses away from CD Helpers' employment. I will speak to CD Helpers directly.

For CD Helpers

1. We will always treat our nurses and clients with kindness and respect.
2. We will always be professional and fair in the treatment of our nurses.
3. We will always honour booking arrangements agreed upon with clients to ensure hassle-free scheduling.
4. We will carefully choose nurses and clients who have good values.
5. We will always protect our nurses and clients from any kind of abuse.

CD Helpers GmbH

Ismaninger Str. 113, 81675 München, Germany

Tel.: +49 (0)89 4161465-60

E-Mail: info@cdhelpers.de