

## **National Continuing Care Residents Association (NaCCRA)**

### **Whistleblower Policy**

This Whistleblower Policy of the National Association of Continuing Care Residents (NaCCRA):

(1) encourages NaCCRA's contracted administrator, staff, if any, and volunteers to come forward with credible information on illegal practices or serious violations of adopted policies of NaCCRA; (2) specifies that NaCCRA will protect the person from retaliation; and (3) identifies where such information can be reported.

1. Encouragement of reporting. NaCCRA encourages complaints, reports or inquiries about illegal practices or serious violations of NaCCRA's policies, including illegal or improper conduct by NaCCRA itself, by its leadership, or by others on its behalf. Appropriate subjects to raise under this policy would include financial improprieties, accounting or audit matters, ethical violations, or other similar illegal or improper practices or policies.
2. Protection from retaliation. NaCCRA prohibits retaliation by or on behalf of NaCCRA against employees of NaCCRA contractors, staff, if any, or volunteers for making good faith complaints, reports or inquiries under this policy or for participating in a review or investigation under this policy. This protection extends to those whose allegations are made in good faith but prove to be mistaken. NaCCRA reserves the right to discipline persons who make bad faith, knowingly false, or vexatious complaints, reports or inquiries or who otherwise abuse this policy.
3. Where to report. Complaints, reports or inquiries may be made under this policy on a confidential or anonymous basis. They should describe in detail the specific facts demonstrating the bases for the complaints, reports or inquiries. They should be directed to NaCCRA's contracted Administrative Office or to NaCCRA's President; if any of those parties are implicated in the complaint, report or inquiry, it should be directed to the President-Elect. NaCCRA will conduct a prompt, discreet, and objective review or investigation. Contractor employees, staff, or volunteers must

recognize that NaCCRA may be unable to fully evaluate a vague or general complaint, report or inquiry that is made anonymously.