**Please Review**

The following model policies are an example only and meant for educational purposes. Before publishing or distributing this model policy:

1. Complete the information needed as indicated by the brackets (e.g. [Name of organization]) to make the policy conform to your organization including but not limited to how to report wrongdoing;
2. Seek and secure the advice of a local attorney to conform the policy to your state and local laws; and
3. Carefully review the model policy to determine that it is consistent with your organization's existing policies and procedures.

These model policies and procedures should not be sold or distributed outside of your organization.