

# CODE OF PRACTICES



WNA objective is to supply the best nursing staff to improve wna services to meet the needs and expectation of our clients.



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(WNA) Welfare Nursing Agency employees are required to maintain high standards of integrity and ethical conduct. All of our employees are placed in positions of trust within the community, and we expect our employees to behave accordingly. Our providers, clients, and contractors and their employees are also expected to respect our employee's commitments to high standards.

We expect our employees to comply and with the laws, policies, procedures, administrative standards guidelines and any professional codes of practice they may operate under.

**This code of practices applies to our employees within the WNA and in our clients.**

1. WNA employee's aims to provide quality welfare & nursing staff to all our clients.
2. Accept responsibility for their delegated functions and actions they take
3. Ensure activities and decisions are fully and clearly comminuted
4. Adhere to NLA policies and directed
5. Raise grievances or concerns directly, clearly, and fairly
6. Avoid any conflicts of interest
7. Communicate in a clear, direct manner to minimize the risk of a perception that inappropriate influence was involved in the business relationship
8. Ensure that WNA employees does not disclose any confidential or personal information unless we have given permission
9. Be professional, discipline and in appearance and conduct
10. Provide services in a reliable, professional manner
11. Work respectfully and courteously at all times
12. Act with ethics and integrity

If there is any issue or any conflict with clients or in the workplace, (WNA) employees have to contact to the WNA office and notify us immediately

**By phone: 02 8018 6452 & emails: [info@welfare nursing.com.au](mailto:info@welfare nursing.com.au)**

