



## **Whistleblower Policy**

*Adopted January 2024*

This Whistleblower Policy of the Ohio Association of Physician Assistants (OAPA):

- encourages individuals to come forward with credible information on illegal practices or serious violations of adopted policies of OAPA
- specifies that OAPA will protect the person from retaliation
- identifies how such information can be reported

For the purposes of this policy, a whistleblower is an OAPA employee, volunteer, or member who reports an activity that they, in good faith, believe to be unethical, illegal, dishonest, or fraudulent. This person is not responsible for investigating the activity or for determining fault or corrective measures.

### **Encouragement of Reporting**

OAPA encourages complaints, reports, or inquiries about illegal practices or serious violations of OAPA's policies and illegal, improper, dishonest, or fraudulent conduct by its leadership, elected or appointed officials, employees, or others acting officially 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 activities. Other subjects for which OAPA has complaint procedures should be addressed under those procedures, and this policy is not a means of appeal from those outcomes.

### **Protection from Retaliation**

OAPA prohibits retaliation by or on behalf of OAPA against those making good faith complaints, reports, or inquiries under this policy or for participating in a related review or investigation. This protection extends to those whose allegations are made in good faith but prove to be mistaken. OAPA reserves the right to discipline persons who make bad faith, knowingly false, or vexatious complaints, reports, or inquiries or who otherwise abuse this policy.

### **How to Report**

Complaints, reports, or inquiries may be made under this policy on a confidential or anonymous basis. Insofar as practicable and consistent with legal process and effective investigation, whistleblower confidentiality will be maintained. They should describe in detail the specific facts demonstrating the bases for the complaints, reports, or inquiries. They should be directed to OAPA's President or Executive Director; if both of those persons are implicated in the complaint, report, or inquiry, it should be directed to the President-Elect or to the Secretary-Treasurer. OAPA will conduct a prompt, discreet, and objective review or investigation. Those filing complaints must recognize that OAPA may be unable to fully evaluate a vague or general complaint, report, or inquiry that is made anonymously.