



Easy Read: Conflict of Interest



What is a conflict of interest?



A conflict of interest is a situation where a person or the company is involved in your care in more than one way.



We may also have a conflict of interest if one of our family members or friends works for the company.

Conflicts of interest with other staff



The directors look for conflicts of interest and log them in the conflicts of interest register.



Directors then talk about the conflicts of interest and come to an agreement on how to move forward.



This means that the people involved are not able to make decisions around each other's work.



We expect that all staff will tell us if there is a conflict of interest.

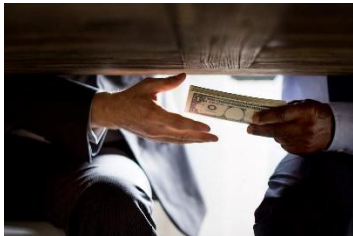


We will make sure all conflicts of interest are up to date in the register.

Employees responsibilities.



All staff must be able to perform without taking sides.



We must all avoid private interest situations and not accept gifts or any other benefits.



Tell directors when a conflict of interest starts.



Explain conflicts of interest around doing multiple jobs under one company.



We expect that staff that become aware of a conflict of interest will stop working until the investigation is finished.

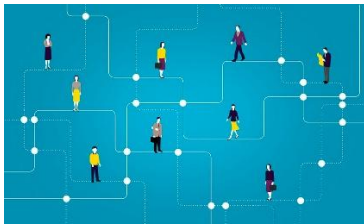


We will give written clearance to continue working or ask to forward the work to another person.

What happens if a participant is involved with the conflict of interest?



We will talk about the conflict of interest when you sign up with us.



We are required to give other options outside of the company.



If you choose to go with Butterfly House for multiple services we will ask you to sign something saying we offered other providers.



We will check how both services are provided to make sure it is in your best interest to continue.