The holiday season is right around the corner and many employees have questions about giving and accepting gifts. Here are the answers to some common questions.

**A vendor that frequently does business with my department wants to send a large fruit basket, candy or cookies as a holiday gift. May we accept it?**

**Answer:** A fruit basket or other item (valued at more than $10), while not acceptable if given to one individual alone, may be accepted on behalf of an entire department as the “per person” cost will be reduced to less than $10. This complies with one of the gift exceptions under the State Code of Ethics.

**May I accept a restaurant gift certificate as a holiday gift from a vendor that does business with UConn Health?**

**Answer:** No. The State Code of Ethics requires that the vendor be present when food or beverage is consumed so accepting a gift certificate to a restaurant is not permissible.

**Is there any limit on the amount I can spend on a gift for my supervisor or for my subordinates?**

**Answer:** Yes. The State Code of Ethics limits gifts between supervisors and subordinates anywhere within the chain of command. Supervisors and subordinates may give or receive a gift up to $99.99. Keep in mind that this is a per gift limit. Also, the total value of a gift to which supervisors or subordinates contribute (e.g. a group pooling money to buy a gift) may not exceed $99.99.

**How much can I spend on a holiday gift for my co-worker?**

**Answer:** There is no limit on the amount you spend or receive as long as neither of you is anywhere in the other individual’s chain of command.

**In lieu of a gift the physicians that I work with are going to host a holiday party for the staff. Can I attend?**

**Answer:** Yes. However, the same logic as with other holiday gifts would apply. If there is any type of reporting relationship between you and the physicians be mindful that the amount you receive may not exceed $99.99, just as the limit would be for any other gift from a supervisor or subordinate.

**A patient’s family wants to give me a holiday gift. May I accept?**

**Answer:** As a UConn Health employee you may accept a gift from a patient or his/her family member valued at up to $100. However, you may also offer an alternative such as a gift that can be enjoyed by everyone on the unit.

**For more information, refer to the UConn Health policy:** [Gifts to UConn Health Employees](#)
UConn Health Policies

UConn Health has published policies that are easily accessible online. These policies cover UConn Health institution wide policies, in other words those policies that include two or more of the following entities: School of Medicine, School of Dental Medicine, UConn John Dempsey Hospital, UConn Medical Group, Correctional Managed Health Care, or Central Administration. Some of the UConn Health policies are also University-wide policies that govern all of UConn to include UConn Health and other campuses. These policies govern the daily activities of our faculty, staff and UConn Health Community.

The UConn Health Policy website https://health.uconn.edu/policies/ provides a fast and convenient way to access policies. Policies can be searched alphabetically, or by a specific area, i.e. by division, department and by new and revised policies. When searching for a specific policy, be sure to search directly from the UConn Health website. Searching directly from your Internet browser such as Internet Explorer, Google Chrome, Firefox or Safari, may inadvertently locate a previous version of a policy.

Additionally, the policy webpage includes quick links to the State Code of Ethics and Code of Conduct as well as information on how to sponsor a policy. Be sure to bookmark the Policy webpage at https://health.uconn.edu/policies/ for quick reference. For additional guidance on locating policies, contact Michelle Mendoza at 860.679.4177. STAY TUNED FOR UPDATES ON HOW POLICIES WILL BE MANAGED. CHANGES COMING........

Reminder: 2017 Compliance Program Training

Don’t delay! Complete your Compliance Program annual mandatory training courses:

- 2017 Compliance and Ethics Refresher
- 2017 Privacy and Security Refresher
- 2017 Compliance Risks and Strategies

The deadline is January 8, 2018.

To access, sign into Saba Learning Center

Questions? Contact Ginny Pack

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Did You Know?

We feature a monthly Compliance Quandary on our website which may be found at http://audit.uconn.edu/uconn-health-quandaries/

Previous editions of our quarterly newsletter may be found at: http://audit.uconn.edu/uconn-health-compliance-courier/