



PENNSYLVANIA ATHLETIC TRAINERS' SOCIETY

WHISTLEBLOWER PROTECTION POLICY

PURPOSE

The Pennsylvania Athletic Trainers' Society Inc. (PATS) is committed to high standards of ethical, moral and legal business conduct. In line with PATS' commitment to open communication, this policy aims to provide an avenue for directors, officers, members, agents, and volunteers of PATS to raise concerns and reassurance that they will be protected from reprisals or victimization for whistleblowing.

This Whistleblower Policy is intended to cover protections for you if you raise concerns regarding PATS such as:

- incorrect financial reporting
- inappropriate handling of district finances
- unlawful activity
- activities that are not in line with PATS policy
- activities which otherwise amount to improper conduct

STATEMENT OF POLICY

No director, officer, member, agent, or volunteer of PATS shall take any harmful action with the intent to retaliate against any person, including interference with employment or livelihood, for providing to a law enforcement officer any truthful information relating to the commission or possible commission of any offense. Nor will any director, officer, member, agent, or volunteer of PATS take any harmful action with intent to retaliate against any member of PATS for reporting to an appropriate elected official of PATS the suspected misuse, misallocation or theft of any PATS resources.

SAFEGUARDS

Harassment or Victimization - Harassment or victimization for reporting concerns under this policy will not be tolerated.

Confidentiality - Every effort will be made to treat the complainant's identity with appropriate regard for confidentiality.



Anonymous Allegations - This policy encourages members to put their names to allegations because appropriate follow-up questions and investigation may not be possible unless the source of the information is identified. Concerns expressed anonymously will be explored appropriately, but consideration will be given to:

- The seriousness of the issue raised;
- The credibility of the concern; and
- The likelihood of confirming the allegation from attributable sources.

Bad Faith Allegations – Allegations made in bad faith may result in disciplinary action.

PROCEDURE

Process for Raising a Concern:

Reporting- The whistleblowing procedure is intended to be used for serious and sensitive issues. Concerns such as those relating to financial reporting or unethical or illegal conduct may be reported directly to the PATS President and/or Executive Director (contact information found at www.gopats.org).

Timing - The earlier a concern is expressed, the easier it is to take action.

Evidence - Although the complainant is not expected to prove the truth of an allegation, he or she should be able to demonstrate to the person contacted that the report is being made in good faith.

How the Report of Concern Will Be Handled:

The action taken by PATS in response to a report of concern under this policy will depend on the nature of the concern. The PATS President and/or Executive Director shall receive information on each report of concern and follow-up information on actions taken.

Initial Inquiries - Initial inquiries will be made to determine whether an investigation is appropriate, and the form that it should take. Some concerns may be resolved without the need for investigation.

Further Information -The amount of contact between the complainant and the person or persons investigating the concern will depend on the nature of the issue and the clarity of information provided. Further information may be sought from or provided to the person reporting the concern.



Yvette Ingram, PhD, LAT, ATC
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Response - After a thorough investigation and appropriate corrective action has been taken if warranted by the investigation, the PATS President and/or Executive Director will report the finding and corrective action to the individual or group of individuals who initiated the complaint process. If an individual or a group of individuals are not satisfied with a response by the PATS President and/or Executive Director, PATS encourages the individual or group of individuals to proceed with reporting their questions, concerns, suggestions, or complaints to other athletic training professional organizations.

For additional information, contact the PATS President or Executive Director. PATS reserves the right to modify or amend this policy at any time as it may deem necessary.

ADOPTED ON: _____

The Keystone to a Healthy and Physically Active Life

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