

## POLICY AND PROCEDURE

<b>SUBJECT/TITLE:</b>	Ethical Decision Making
<b>SCOPE:</b>	Identification of and Consideration and Resolution of Ethical Issues by GCHD
<b>CONTACT PERSON &amp; DIVISION:</b>	Jason McBride Health Commissioner, Administration
<b>ORIGINAL DATE ADOPTED:</b>	6/12/18
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### PURPOSE

The purpose of the Galion City Health District (GCHD) Public Health Ethics Process is to provide a mechanism for the division to identify and resolve ethical issues that arise from program, policies, interventions or employee/employer relations.

### SCOPE

The focus of the Public Health Ethics Process is the ethical analysis of issues related to public health policy, practice, programs, operations and not on individual or group behavior. All GCHD employees are invited to submit issues of public health ethical concern to the commissioner to be addressed at staff meetings.

### PROCEDURES

#### A. Public Health Ethics Functions, Roles and Responsibilities

1. The function of the Public Health Ethics in staff meetings is to conduct the ethical analysis of ethical issues presented; the committee will review issues and advise actions that should be taken.

#### B. Decision-Making Process

1. The staff meeting will utilize the Guide for Conducting Ethical Analysis (see Appendix 1) to facilitate the decision-making process for any ethical issue presented.
2. Public health ethical issues will be identified, analyzed and resolved using the above decision-making framework.
3. Guiding Principles include the following:
  - a. Ensure that a transparent process is developed that provides an opportunity for input from affected stakeholders and considers their interests.
  - b. Provide for the consideration of the best available in addressing each public health ethical issue.
  - c. Ensure that decisions can be re-evaluated as new information is made available.
  - d. Ensure a process of accountability for the decision-makers.

#### C. Documentation

1. A review report will be issued to the Board of Health for review, approval and implementation.
2. The report will ensure all elements of concern are documented to resolve the issue.

#### D. Confidentiality

All staff will abide by the Confidentiality Statement signed upon hire.

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## CONTRIBUTORS

The following staff contributed to the authorship of this document:

1. Sara Houchins (contractor), Accreditation Coordinator, primary author
2. Jason McBride, Health Commissioner

## REFERENCES

<https://www.ncbi.nlm.nih.gov/pmc/articles>

## ATTACHMENTS

Appendix #1: Guideline for Conducting Ethical Analysis

## SIGNATURES

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*Jason McBride, MS, MPH, CHES*  
*Health Commissioner*

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*Date*

## Appendix #1: Guidelines for Conducting Ethical Analysis

