

## (Key) Anticipation Guide – A Look at Workplace Ethics in the Human Services Industry

Prior to the start of this lesson, place a check mark by each statement you THINK is true. At the conclusion of the lesson reread each statement and place a check mark by each statement you KNOW is true. Provide information that PROVES other statements are not true. You may use the back of this sheet if additional space is needed.

Knowledge before the lesson	Statements	Knowledge after lesson
	1. The term ethics refers to a code of conduct or a set of principles to abide by.	✓
	2. A list of work ethics for an employer or a company might include to provide a safe work environment for some staff and employees and to try to treat employees with dignity and respect.	A list of work ethics for an employer or a company might include to provide a safe work environment for all staff and employees.
	3. It is acceptable to discuss personal problems and to make constant personal telephone calls at work.	As an employee, you should avoid discussing personal problems at the workplace.
	4. A reliable employee arrives at work on time, works a full shift and carries out a variety of assigned tasks without constant prompting.	✓
	5. A work-related code of ethics may include employee treatment, wages, and benefits, working conditions, behavior of employees and any other issues that may impact operations.	✓
	6. Ethical behavior includes being honest with clients, providing efficient services and not protecting clients from fraud, deceit or misrepresentation.	You must always be honest, provide efficient services and protect clients from fraud, deceit or misrepresentation.
	7. The U.S. Labor law (also called employment law) is the body of laws, administrative rulings, and precedents which address the legal rights of, and restrictions on, working people and their organizations.	✓
	8. The Fair Labor Standards Act (FLSA) prescribes standards for wages and overtime pay, which affect most private and public employment.	✓