

The university's mission of excellence in education, research and clinical service depends upon the integrity of the Case community. Members of our community are responsible for upholding our shared values by reporting unethical or illegal conduct to supervisors or appropriate university officials. Such conduct may include:

- Fraudulent or inaccurate financial reporting
- Abuse of university resources
- Misuse of sponsored research funds
- Shortcomings in regulatory compliance
- Conflicts of interest
- Questionable accounting/auditing
- Falsification of timesheets/records
- Improper gifts or gratuities
- Bribes or kickbacks
- Scientific misconduct
- Information security breach
- Harassment or discrimination
- Safety or security hazards
- Theft of university assets or use of such assets for personal benefit

If you feel more comfortable reporting your concerns to a neutral third party, you may do so by contacting the Integrity Hotline.



Integrity Hotline: The Value of Integrity

- If you're facing a difficult ethical challenge, seek help.

- If you witness illegal or unethical behavior, report it.

Integrity Hotline

Call 866-483-9367 or go to

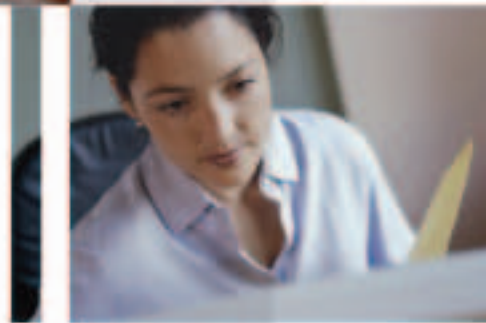
<https://www.caseintegrityhotline.com>

Toll-free, day or night, anonymous

Respect. Honesty. Integrity.

Report unethical or illegal conduct.





We ask that you continue to uphold our shared values in every aspect of your role at Case. You can help not just by acting with integrity, but by reporting illegal or unethical behavior if you feel that our values are being compromised. If you witness illegal or unethical behavior, speak with your supervisor or an appropriate university official. Such conduct may include:

- *Fraudulent or inaccurate financial reporting*
- *Abuse of university resources*
- *Misuse of sponsored research funds*
- *Shortcomings in regulatory compliance*
- *Conflicts of interest*
- *Questionable accounting/auditing*
- *Falsification of timesheets/records*
- *Improper gifts or gratuities*

- *Bribes or kickbacks*
- *Scientific misconduct*
- *Information security breach*
- *Harassment or discrimination*
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- *Theft of university assets or use of such assets for personal benefit*

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The complete University Hotline Policy is available online at www.case.edu/president/audit/hotline.htm.

Integrity Hotline

Having a method for employees to report concerns of unethical activity anonymously without fear of retaliation is a good practice for any organization. The Integrity Hotline is such a resource. It is toll-free and available around the clock every day. No tracking, call-tracing or recording devices are ever used, and if you wish, you may remain completely anonymous. Just call 866-483-9367 or go to <https://www.caseintegrityhotline.com> to report your concerns.

When you call the Integrity Hotline, a trained Communication Specialist who is not an employee of Case asks you a series of questions to better understand the nature of your concern. The Specialist prepares a report that is forwarded to our senior management for review, and if necessary, investigation.

The Integrity Hotline Communication Specialists are experts in collecting the right information on incidents you report and protecting you. They will never take sides, and act only as unbiased, third-party professionals concerned with your best interests and the university's success.

At the end of your call, you are given a report number, PIN, and call-back date, after which you may follow-up on your report. Simply reference the identification number when you call. If additional information is needed from you, you will be asked for it when you call back.

The Integrity Hotline is not intended to be a substitute for meaningful communication between you and your supervisor. If you have questions or concerns regarding normal operating procedures or suggestions for making your workplace more comfortable or efficient, please bring them directly to him or her.

