

*Accountability and Integrity
Options to Voice Concerns*



Don't Ignore Problems You See

- Be proactive
- Report concerns to responsible University staff
- Support those who come forward to discuss an issue or report a concern

Local Resolution

- Local resolution is usually the best place to start
- Use normal supervisory channels
- Units may have assigned specific people to handle certain concerns

Some Central Offices

- Americans with Disabilities Act Office (392-7056)
- College of Medicine, Office of Compliance, Physician Billing Compliance (265-8359)
- College of Medicine - Jacksonville, Office of Physician Billing Compliance (1-877-264-2520)
- Division of Sponsored Research (392-9271)
- Environmental Health and Safety (392-1591)
- Human Resource Services – Employee Relations (392-1072)

Some Central Offices

- Office of Audit and Compliance Review (392-1391)
- Office of the Ombudsman (392-1308)
- Privacy Office (273-5094)

Each central office has its own investigative process, has previously processed complaints, and will continue to process complaints brought directly to that office, including that of the OACR.

Effective Compliance Management

Complaint intake mechanisms that are independent of local management and promise anonymity have been recommended by:

- Sarbanes-Oxley legislation
- Federal Sentencing Guidelines
- Guidelines on effective compliance management

Another Option

UF Compliance Hotline

- Uncomfortable about raising a concern through normal channels
- Anonymous/confidential reporting service
- Provided by, **THE NETWORK** an independent company that provides this service to other universities and corporations

UF Compliance Hotline

- Available 24 hours a day, 7 days a week
- **By Phone: 1-866-500-3344**
- **By Web: www.compliance.ufl.edu**

The UF Compliance Hotline is not for emergencies. **For an emergency call 911.**

Concerns Include

- Academic Fraud
- Conflicts of Interest
- Discrimination
- Falsification of Records
- Fiscal Misconduct
- Fraud
- Human/Animal Testing
- Kickbacks
- Research Grant Misconduct or Misappropriation of Costs
- Release of Proprietary Information
- Safety Issues and Sanitation
- Scientific Misconduct
- Sexual Harassment
- Substance Abuse
- Theft of Cash
- Theft of Good/Services
- Theft of Time
- Wage/Hour Issues
- Workplace Violence/Threats

How It Works

By Phone (1-866-500-3344)

- An interviewer from **THE NETWORK** will ask you to describe in detail the situation that concerns you and will document your response in detail. You do not have to give your name and the call is not recorded.
- A report number is assigned to you so you can provide additional input. You make contact with **THE NETWORK** to determine if more information is needed.

How It Works

On the Web (www.compliance.ufl.edu)

- You enter **THE NETWORK** maintained website, complete the web form and submit it. You do not have to give your name.
- When submitted you will receive a confirmation number for your records.

Responsibility for Review

THE NETWORK refers the complaint or concern to the appropriate University area for review.

- Division of Sponsored Research
- Finance and Administration
- Human Resource Services
- Office of Audit and Compliance