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| VENDORS GIFTS, OR PROMOTIONAL ITEMS | | | | NO. 460 | |
| POLICY:  Acceptance of gifts or promotional items.  PROCEDURE:  Employees are not permitted to personally accept gifts (such as Christmas presents) or promotional items (such as volume incentives) from a vendor. Items received are to be used for the benefit of the residents and will be distributed by resident council, or be used in recreational therapy, or be displayed for residents' enjoyment as appropriate. If items are received by you personally, please turn them in to the front office so we can make sure that they are properly routed. | | | | | |
| Approved: | Effective Date: | Revision Date:  3/17 | Change No.: | | Page:    1 of 1 |