

River Valley Child Development Services

NEPOTISM POLICY

Effective: July 1, 2020

It is the policy of River Valley Child Development Services, hereinafter referred to as RVCDS, to avoid the hiring, transfer or promotion of individuals into situations where the possibility of favoritism, conflicts of interest, or detriment to the operations of a program, or the perception thereof might exist.

Therefore, family members listed below will not be employed in any position where one has direct authority over personnel actions concerning the other. Any employee in a supervisory position such as: Executive Director, Comptroller, Director of Operations, Program Directors, Supervisors, Human Resource Coordinator, and Quality Assurance Specialist, may not hire or supervise a family member.

Family members include: Spouse, domestic partner**, children, stepchildren, grandchildren, step grandchildren, foster children, parents, stepparents, grandparents, parents-in-law, siblings, step siblings, siblings-in-law, uncles, aunts, first cousins, nephews, and nieces.

Under the guidelines of this policy, employees who become relatives **after** employment may not hold any position where one has direct authority over personnel actions concerning the other.

**Domestic Partner - Are unmarried, and at least eighteen (18) years of age or older, and who meet any of the criteria below:

- Reside together, sharing the same permanent residence for at least twelve (12) consecutive months, with the current intent to continue doing so indefinitely;
- Are each other's sole domestic partner; are not married to anyone nor have had another domestic partner within the prior twelve (12) months;
- Are not related by blood closer than would otherwise prohibit legal marriage in the state of residence;
- Are financially interdependent evidenced by at least four of the following (i.e. joint bank joint credit cards, joint ownership of a residence, household expenses, granting power of attorney, designating each other as sole beneficiary/executor or evidence of other joint financial responsibilities)