



**POLICY INFORMATION**

**Policy Title:** Compliance Exit Interview Policy and Procedure

**Departmental Owner:** Chief Compliance, Audit, and Privacy Officer

**Version Effective Date:** March 7, 2025

**Last Reviewed:** March 7, 2025

**SCOPE**

This policy applies to the following individuals and/or groups:

- All of the below categories
- All Employees  CT Employees  NY Employees  Remote Employees  Contractors  Volunteers  Students/Interns  Vendors

This policy applies to all above listed Nuvance Health workforce members including but not limited to the following locations:

- All of the below entities
- Nuvance Health Systems
- Danbury Hospital (including New Milford Hospital Campus)
- Northern Dutchess Hospital
- Norwalk Hospital
- Putnam Hospital
- Sharon Hospital
- Vassar Brothers Medical Center
- Health Quest Systems, Inc. (“HQSI”)
- Health Quest Home Care, Inc
- Hudson Valley Cardiovascular Practice, P.C. (aka The Heart Center) (“HVCP”)
- Other HQSI-affiliated Entities Not Listed
- Western Connecticut Home Care, Inc (“WCHN”)
- Western Connecticut Health Network Physician Hospital Organization ACO, Inc.
- Western Connecticut Home Care, Inc
- Other WCHN-affiliated Entities Not Listed
- Nuvance Health Medical Practices (NHMP PC, NHMP CT, ENYMS & HVCP)

**POLICY STATEMENT/PURPOSE**

To establish and describe the Compliance Exit Questionnaire (“Questionnaire”) process for involuntary workforce member terminations.

**POLICY**

Nuvance Health and its affiliates’ (“Nuvance”) is committed to maintaining a compliant workplace and resolving any issues relating to non-compliant activities. As part of those efforts, employees who are leaving the company will be given an opportunity to report compliance related concerns during the Nuvance Compliance Exit Interview Process.

**PROCEDURE**

1. On a monthly basis, following notice of a separation of employment from Human Resources, the Compliance Office will make every effort to have the former employee complete a Questionnaire.
2. The former employee will be mailed a letter containing a link to the online questionnaire. The letter will also provide the former employee with additional avenues to contact the Compliance Office directly, with one of those options allowing the recipient to remain anonymous.
3. In the event that a compliance issue is raised through the exit interview process, the Compliance Office will address the issue in a manner that is consistent with policies and procedures. Non-compliance related matters will be referred to the appropriate department.

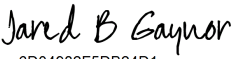
- The exit interview process for voluntary terminations is handled by the Human Resource Department. Compliance matters are forwarded to the Compliance Office for handling.

## REFERENCES

Nuvance Health Code of Conduct and Business Ethics  
Nuvance Health Helpline Operation Policy and Procedure  
Compliance Disclosure Program Policy

## APPROVAL.

Signed by:

  
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**Signature**

3/7/2025

**Date**