

## ***Baltimore County Public Schools Fraud, Waste, or Abuse Hotline***

CALL TOLL FREE: [866-881-2932](tel:866-881-2932)

or

REPORT VIA the WEB @: [www.bcps.ethicspoint.com](http://www.bcps.ethicspoint.com)

### **Hotline to Report Financial Fraud, Waste, or Abuse Operates 24/7/365**

Baltimore County Public Schools (BCPS) encourage any concerned individual to report financial fraud, waste, or abuse. Financial fraud consists of ways by which BCPS employees or vendors use their employment status or vendor relationship to take funds for themselves or others at the expense of BCPS. Financial waste or abuse of financial resources includes ways that BCPS employees or vendors improperly, carelessly, or excessively spend, consume, mismanage, or misuse BCPS resources. Waste also includes spending unnecessarily as a result of inefficient or ineffective practices.

### **Examples of What to Report**

- Stealing of money, property, inventory, or supplies
- Abuse of overtime
- Falsification of time records or expense reports
- Creating fictitious employees/vendors
- Falsifying invoices or transactions
- Executing related party transactions
- Receiving kickbacks
- Removing, borrowing, or destroying BCPS records, furniture, fixtures, or equipment without permission
- Misuse of confidential information
- Inappropriate vendor relations

### **ABILITY to REPORT**

The hotline is available 24 hours a day, 7 days a week, 365 days a year, and is always manned by EthicsPoint. Reports can be made by calling 866-881-2932 or by accessing the web at [www.bcps.ethicspoint.com](http://www.bcps.ethicspoint.com). The reporter can choose to remain anonymous or provide contact information to EthicsPoint.

### **Board of Education and BCPS Commitment**

All reports using the fraud, waste, or abuse hotline number or website, are anonymous and confidential. Reports will be given careful attention and handled promptly and discreetly. In accordance with Board of Education Policy 8410, no retaliatory action will be taken against anyone reporting, *in good faith*, potential financial fraud, waste, or abuse.