

 OhioHealth	POLICY & PROCEDURE	
TITLE: Sexual and Other Harassment	NUMBER: OH.POL-ME-1000.009	
ISSUE DATE: 9/8/2006	EFFECTIVE DATE: 1/27/2022	
DEVELOPED BY: OhioHealth Graduate Medical Education Policy Committee		
REVIEWED BY: OhioHealth Medical Education Leadership OhioHealth Graduate Medical Education Committee OhioHealth Office of General Council OhioHealth System Policy & Procedure Management Committee	DATE REVIEWED: 10/12/2021 10/21/2021 1/27/2022 12/1/2021	
APPROVED BY: OhioHealth Graduate Medical Education Committee		

SCOPE

This policy is in effect for the following OhioHealth system business units:

Doctors Hospital, Dublin Methodist Hospital, Grant Medical Center, O'Bleness Hospital, Riverside Methodist Hospital's Medical Education Departments.

PURPOSE:

To establish guidelines for the prevention of sexual and other forms of harassment and discrimination in the workplace.

DEFINITIONS:

- **Other Harassment:** Physical, verbal, or any other behavior or communication, including pictures or drawings, that is:
 - Directed toward an individual, group of individuals, or organization, and;
 - Refers in a derogatory and/or insulting manner to race, color, religion, sex, national origin, sexual orientation, gender identity, age, disability, marital status, military or veteran status or any other classification protected by applicable, state, federal or local laws. What some may regard as an innocent statement or joke may be perceived as offensive to others.
- **Sexual Harassment:** Any unwelcome sexual advance by any person, any request for sexual behaviors, or any other verbal, non-verbal or physical conduct or communication of a sexual nature as defined or prohibited by state and federal law. This includes any behavior that:
 - Explicitly or implicitly threatens to affect a condition or terms of an individual's employment or career development, or
 - Creates an offensive, intimidating or hostile work environment. Examples include, but not limited to, verbal comments, touching, terms of endearment, jokes, sexual questions, display or electronic transmission of sexual materials, and sexual propositions.
- **Trainee:** Any physician in an institution-sponsored graduate medical education program (GME), including interns, residents, and fellows. As applicable, the term "trainee" shall include individuals participating in non-accredited, but OhioHealth-recognized, fellowship programs.

POLICY:

OhioHealth is committed to provide an educational and working environment that is free from sexual and other forms of harassment and discrimination. Any known incidents of possible harassment or sexual harassment will be investigated. There will be no retaliation against any resident for reporting any form of harassment or assisting in an investigation in good faith. Any person who engages in harassment or sexual harassment will be in violation of this policy and subject to appropriate corrective action, up to and including termination of employment. Harassment, sexual harassment or retaliation in the workplace or educational

environment is unacceptable and will not be tolerated.

PROCEDURE:

- I. Reporting Harassment: Any trainee who believes that he/she has experienced harassment or sexual harassment in the workplace or has witnessed harassment or sexual harassment has an obligation to communicate the problem immediately. The following steps should be taken:
 - A. The trainee promptly makes a report of the incident, preferably in writing, to the Program Director, Medical Education or Human Resources representative.
 - B. The report should describe the alleged incident of harassment and identify the alleged harasser (if known) and any witnesses.
 - C. All reports of harassment or sexual harassment must be referred to the Advice and Counsel Center (ACC) for investigation. It is the responsibility of the program to refer to ACC.
 - D. The report will be kept confidential to the extent possible, consistent with the action necessary to conduct a thorough investigation and any remedial action that is required.

- II. Remedial Action: If the offender is a trainee, Program Directors are required to implement corrective action where, after completing the investigation, it is determined corrective action is indicated. Trainees have the right to appeal the adverse corrective action. Please refer to OH.POL.ME-1000.074 Corrective Actions and Appeals Process.

- III. Non-Retaliation: Any reported incidents of harassment will be investigated. There will be no retaliation against any trainee for reporting any form of harassment or assisting in an investigation. If a trainee believes he/she has been retaliated against for reporting any form of harassment or assisting in an investigation, the associate must report the act immediately to his/her Program Director, department manager, the department's HR Business Partner, HR Resource Center, or to OhioHealth's Ethics and Compliance Line, as appropriate. Any individual who engages in or condones any form of retaliation will be subject to discipline up to and including termination.

REFERENCES:

1. Accreditation Council for Graduate Medical Education. (effective July 1, 2021). ACGME Common Program Requirements. Section VI.B.6. Retrieved from <http://www.acgme.org/What-We-Do/Accreditation/Common-Program-Requirements>
2. Accreditation Council for Graduate Medical Education. (effective July 1, 2021). ACGME Institutional Requirements. Section IV.I.3. Retrieved from <https://www.acgme.org/Designated-Institutional-Officials/Institutional-Review-Committee/Institutional-Application-and-Requirements>
3. OH.POL.HR-703.007 Harassment / Bullying.
4. OH.POL.ME-1000.074 Corrective Actions and Appeals Process