

## Virginia Tech Carilion School of Medicine (VTCSOM)

**Policy:** Non-Discrimination and Anti-Harassment

**Subject:** Discrimination

**Administrator:** K.E. Sanders & D. Trinkle

**Rev.:** 3

**Original date:** 1/09/2014

**Revision date:** 10/12/2015, 11/01/2016

### 1 Purpose

VTC is committed to maintaining an environment that encourages and fosters appropriate conduct among all people and respect for individual values. Mutual respect, as articulated in the Standards of Ethical and Professional Conduct Policy and Statement of Professional Values, is a core value at VTC. Discriminatory behavior of any kind is inconsistent with VTC's commitments to excellence and mutual respect.

### 2 Policy

In accordance with Title VI of the Civil Rights Act, Title IX of the Educational Amendments of 1972, the Fair Labor Standards Act, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and all other applicable rules and regulations, VTCSOM does not discriminate against employees, students, or applicants for admission or employment on the basis of race, gender, disability, age, veteran status, national origin, religion, gender identity, sexual orientation, or political affiliation.

VTCSOM is committed to ensuring equal opportunities to all applicants, employees, or students of the School of Medicine. The prohibition against discrimination and harassment applies to all levels and areas of VTC operations and programs: students, administrators, faculty, staff, volunteers, vendors, and contractors. VTCSOM rejects all forms of prejudice and discrimination, including those based on age, color, disability, gender, national origin, political affiliation, race, religion, sexual orientation, and veteran status. VTCSOM leadership, faculty, staff, and students take individual and collective responsibility for eliminating bias and discrimination and for increasing our own understanding of these issues through education, training, and interaction with others.

VTCSOM expects the members of its community to model appropriate conduct for other members. Additionally, all management and supervisory personnel have a special obligation to not engage in discriminatory or harassing behaviors or practices.

Students have the right to freedom from discrimination by any employee or official of VTCSOM for reasons of race, color, religion, creed, ethnic or national origin, marital status, sex, sexual orientation, age, disability, political or social affiliation, or veteran status. Students have the responsibility to abstain from discrimination against others in their individual roles or as members of student organizations.

Additionally, retaliation is a violation of this policy, as well as federal, state, and local law.

### 3 Definitions

Federal legislation offers protection for individuals in the following categories:

- Age
- Disability
- Gender identity/ reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Gender
- Sexual orientation

Consistent with the definition of “discrimination” as articulated by the American Medical Association, VTCSOM defines “discrimination” as any adverse treatment of an individual based on their actual or perceived inclusion in a protected class, rather than on the basis of his or her employment or academic merit. This may include, but is not limited to: offensive conduct, harassment, sexual assault, and retaliation.

With respect to employment, discriminatory practices may include hiring, termination, promoting, demoting or refusing to promote, disciplining, scheduling, training, or determining employee compensation based on race, color, religion, creed, ethnic or national origin, marital status, gender, gender identity, sexual orientation, age, disability, political or social affiliation, or veteran status.

Harassment: Unwelcome verbal or physical conduct prohibited by law, directed toward an individual because of his/her actual or perceived inclusion in one or more of the above-referenced protected classes.

Sexual Harassment: Unwelcome conduct of a sexual nature. Sexual harassment can include unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature. Sexual harassment of a student denies or limits, on the basis of gender, the student's ability to participate in or to receive benefits, services, or opportunities in the educational institution's program.

A “hostile work environment” is often the result of an individual being subjected to harassing behaviors that have the purpose or effect of unreasonably interfering with an individual’s work performance, or creates an intimidating or offensive working environment.

Retaliation: Any adverse action taken against an individual because he/she filed a complaint or participated in a complaint or complaint-related proceeding.

Moreover, VTCSOM recognizes the following “general areas of student mistreatment” as articulated by the Association of American Medical Colleges:

- Public belittlement or humiliation
- Threats of physical harm or actual physical punishment
- Requirements to perform personal services, such as shopping
- Being subjected to unwanted sexual advances
- Being asked for sexual favors in exchange for grades
- Being denied opportunities for training because of a protected status

- Being subjected to offensive remarks/names directed at you based a protected status
- Receiving lower grades or evaluation based on a protected status

#### **4 Procedures**

The CDO, in collaboration with the VTCSOM leadership team, is responsible for fostering an environment that appreciates individual differences, values equal opportunity for all, and eliminates barriers based on factors related to all forms of prejudice and discrimination, including those based on age, color, disability, gender, gender identity/reassignment, national origin, political affiliation, race, religion, sexual orientation, and veteran status. VTCSOM will investigate all allegations of discrimination, harassment, mistreatment, and retaliation in the working and learning environments in accordance with the VTCSOM Non-Discrimination and Anti-Harassment Policy.

There is no time limit on filing a complaint. However, complainants are strongly encouraged to report incidents of, or share information about, discrimination, harassment, mistreatment, or retaliation as soon as possible.

In collaboration with its human resources partners at Virginia Tech and Carilion Clinic, VTCSOM is committed to ensuring equal opportunities to all applicants, employees, and students of the Virginia Tech Carilion School of Medicine. Questions concerning any of these regulations should contact the VTCSOM equal opportunity/affirmative action officer:

**Elizabeth R. Pline**  
2 Riverside Circle, Suite M140  
Roanoke, VA 24016  
Phone: (540) 526-2520

Individuals with disabilities desiring accommodations in the employment application process should contact:

**Human Resources**  
Phone: (540) 983-4039  
Fax: (540) 344-5716

Applicants to the VTCSOM with disabilities desiring accommodations in the admissions interview process should contact:

**Office of Admissions**  
Phone: (540) 526-2560.

Applicants or enrolled students desiring accommodations at VTCSOM should contact:

**Aubrey Knight, M.D.**  
Associate Dean for Student Affairs  
Phone: (540) 526-2514.

Any current student who concludes that he or she is the subject of discrimination, harassment, mistreatment, or retaliation should immediately report such conduct in writing to the Associate Dean of Student Affairs, as named above.

## **5 Confidentiality**

To the greatest extent possible, and consistent with its goal of conducting a thorough and complete investigation and to the extent permitted by law, VTCSOM will maintain the confidentiality of the complaint and the privacy of the persons involved.