

NOTHING CONTAINED IN THIS POLICY OR IN ANY OTHER POLICY CREATES A CONTRACT RIGHT. CONSISTENT WITH SOUTH CAROLINA LAW, ALL TEAM MEMBERS ARE EMPLOYED "AT WILL," WHICH MEANS THAT THE TEAM MEMBER HAS THE RIGHT TO TERMINATE HIS OR HER EMPLOYMENT AT ANY TIME, WITH OR WITHOUT NOTICE OR CAUSE, AND THAT PRISMA HEALTH AND/OR ITS AFFILIATED ENTITIES RETAIN THE SAME RIGHT.

**Discrimination & Harassment: Human Resources - Prisma Health**

<b>Approved Date:</b> 05/02/2023	<b>Effective Date:</b> 05/02/2023	<b>Review Date:</b> 05/02/2024
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**SCOPE:**

	<b>ACUTE CARE Prisma Health...</b>		<b>POST-ACUTE CARE Prisma Health...</b>
X	Baptist Easley Hospital Baptist Hospital Baptist Hospital Behavioral Care Baptist Parkridge Hospital Greenville Memorial Hospital Greer Memorial Hospital Hillcrest Hospital Laurens County Hospital Marshall I. Pickens Hospital North Greenville LTACH Oconee Memorial Hospital Patewood Hospital Richland Hospital Richland Springs Hospital Tuomey Hospital	X	Center for Prosthetics & Orthotics (ALL) Emergency Medical Services Equipped for Life (ALL) Home Health Hospice - Midlands & Midlands Newberry Hospice of the Foothills Roger C. Peace Hospital SeniorCare PACE Tuomey Acute Rehabilitation Tuomey Home Health Tuomey Hospice
	<b>MEDICAL GROUP, PROVIDER BASED CLINICS, URGENT CARE Prisma Health...</b>		<b>AMBULATORY CARE Prisma Health...</b>
X	Medical Group Provider based facilities associated with Prisma Health Hospitals Urgent Care by WellStreet, LLC		Advanced Family Medicine Blue Ridge Women's Center Cardiovascular Services - Simpsonville Clemson-Seneca Peds - Clemson Clemson-Seneca Peds - Seneca Family Medicine - Bishopville Family Medicine - Powdersville Family Medicine - Walhalla Family Medicine - Winnsboro Laurens Family Medicine - Gray Court Laurens Family Medicine - Main Mountain Lakes Family Medicine Pediatric Associates - Powdersville Premier Women's - Powdersville Primary Care - Fountain Inn Seneca Medical Associates Upstate Family Medicine Upstate Pharmacy - ALL Locations Walk-in Care - North Greenville
X	<b>AMBULATORY LLC Prisma Health...</b>		
	Endoscopy Center - Parkridge Orthopedic Surgery Center Lexington		
	<b>CORPORATE Prisma Health...</b>	X	
X	Corporate Promise Health Plan		

**Policy Statement:**

It is the objective of Prisma Health to provide employment and advancement opportunities to all qualified individuals, as well as a work environment free from unlawful discrimination, harassment, retaliation, or bullying of any type. Prisma Health strictly prohibits and does not tolerate unlawful discrimination and/or harassment against team members or any other covered persons because of race, ethnicity, color, religion, sex (including pregnancy, gender identity or expression, and sexual orientation), age, national origin, current or prospective service in the uniformed services, veteran status, physical or mental disability except where the disability renders the team member unable to perform the essential functions of his or her job with or without reasonable accommodation, genetic information, or other characteristic protected by federal, state, or local law. Prisma Health further strictly prohibits conduct often referred to as bullying that is intimidating, hostile, verbally or physically abusive by one or more team members against one or more other team members, patients, visitors, guests, or vendors.

**Associated Policies and Procedures:**

N/A

**Associated Lippincott Procedures: (as applicable)**

N/A

**Definitions:**

1. **Discrimination:** Unlawful discrimination refers to unfair or unequal treatment of an individual (or group) based on certain characteristic or a protected class.
2. **Harassment:** Harassment, on the basis of a protected characteristic, is a form of discrimination and is equally prohibited. In general, ethnic or racial slurs and other verbal or physical conduct relating to a person's race, color, religion, sex (including pregnancy, gender identity or expression, and sexual orientation), age, national origin, current or prospective service in the uniformed service, veteran status, physical or mental disability, genetic information, or other legally protected characteristic constitute harassment when they unreasonably interfere with the team member's work performance, create an intimidating work environment, or are otherwise used as a basis for employment decisions.
3. **Sexual harassment:** Sexual harassment is a form of sex discrimination. It can consist of unwelcome sexual advances, requests for sexual favors, unwanted sexual flirtations, explicit verbal and/or written communications, offensive literature or pictures or other unwelcome physical and verbal conduct of a sexual nature, by leaders, co-workers, same or opposite sex, and non-team members in the workplace.
  - 3.1. Sexual harassment may be a single incident or a series of harassing acts.
  - 3.2. Sexual harassment may also exist when workplace conduct by any team member or non-team member creates an intimidating, hostile or offensive work environment, unreasonably interferes with an individual's work performance or otherwise adversely affects an individual's employment opportunities.
4. **Bullying:** Bullying is the repeated, deliberate abusive behavior, either direct or indirect, whether verbal, physical or psychological, conducted by one or more persons against another (or others) that impacts the person or person's ability to do his/her job.

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**Responsible Positions:**

- All Prisma Health Team Members

**Equipment Needed:**

N/A

**Procedural Steps:**

1. Team Member Responsibilities

- 1.1. Any team member who feels that they have been subject to or who have witnessed any form of harassment or bullying must immediately report the alleged conduct to the team member's leader or to Human Resources so that a confidential investigation of the complaint can be undertaken. Team members can also report this to the Office of Corporate Integrity (Corporate Compliance Department) or the Team Member Hotline. Complaints regarding physicians will be investigated in conjunction with the Medical Staff Office and/or Medical Staff Leaders.
- 1.2. Although absolute confidentiality cannot be guaranteed, all complaints of harassment will be treated with the utmost confidentiality possible and will be discreetly, promptly, and thoroughly investigated. All Team Members are expected to fully cooperate with investigations.

2. Leader Responsibilities

- 2.1. Leaders are responsible for setting and supporting expectations of a harassment free environment.
- 2.2. Leaders who receive reports of harassment must immediately report the alleged conduct to Human Resources. The investigation procedure will be conducted promptly, thoroughly and in a way that maintains confidentiality to the extent practicable under the circumstances.

3. Corrective Action

- 3.1. Any team member found to have harassed or bullied will be subject to appropriate corrective action, up to and including termination.
- 3.2. Intentionally making false allegations may lead to corrective action up to and including termination.
- 3.3. In addition, retaliation against a team member for reporting a complaint or for cooperating with the investigation of a complaint is prohibited will lead to appropriate corrective action, up to and including termination.

**References:**

N/A

**Appendices:**

N/A

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