

Non-Discrimination Policy

	Policy Sponsor: Human Resources		
	Policy Type: Non-Academic		
	Approval Date: 8/11/2020	Effective Date: 8/11/2020	Revision Date: N/A

1. POLICY STATEMENT

It is the policy of Kansas Health Science Center (KHSC)-Kansas College of Osteopathic Medicine (KansasCOM) not to discriminate on the basis of race, ethnicity, color, sex, sexual orientation, gender, gender identity, religion, religious creed, national origin, ancestry, age, genetic information, marital status, military or veteran status, physical or mental disability, medical condition, pregnancy, childbirth and any medical condition related to pregnancy or childbirth or any other basis protected by federal, state or local law, ordinance or regulation. KHSC-KansasCOM is committed to complying with all applicable laws regarding equal employment opportunities. KHSC-KansasCOM strives to create and maintain a work environment in which people are treated with dignity, decency, and respect.

The environment of KHSC-KansasCOM is characterized by mutual trust and the absence of intimidation, oppression, and exploitation. Employees should be able to work and learn in a safe, yet stimulating atmosphere.

Through enforcement of this policy the KHSC-KansasCOM will seek to prevent, correct and discipline behavior that violates this policy.

All employees, regardless of their position, are covered by and expected to comply with this policy and take appropriate measures to ensure that prohibited conduct does not occur. Appropriate disciplinary action will be taken against anyone who violates this policy. Based on the seriousness of the offense, disciplinary action may include verbal or written reprimand, suspension, or termination of employment.

KHSC-KansasCOM will make every reasonable effort to ensure that all concerned are familiar with these policies and are aware that any complaint in violation of such policies will be investigated and resolved accordingly.

2. PURPOSE

The purpose of this policy is to ensure that all employees can work in an environment free from unlawful discrimination and to comply with equal employment opportunity requirements.

3. APPLICABILITY

All employees of KHSC-KansasCOM.

4. DEFINITIONS

4.1 Discrimination

The unjust or prejudicial treatment of different categories of people or things, especially on the grounds of race, age, or sex or other protected categories listed above.

5. PROCEDURES

5.1 Prohibited Conduct

In compliance with all applicable federal, state, and local anti-discrimination and harassment laws and regulations, enforces this policy in accordance with the following

definitions and guidelines:

Discrimination

It is a violation of KHSC-KansasCOM’s policy to discriminate in the selection of administrative personnel, faculty and staff, and students, the provision of employment opportunities, benefits or privileges; to create discriminatory work conditions; or to use discriminatory evaluative standards in employment if the basis of that discriminatory treatment is, in whole or in part, as described in the above policy statement.

Discrimination of this kind may also be strictly prohibited by a variety of federal, state and local laws, including but not limited to Title VII of the Civil Rights Act 1964, Title IX of the Educational Amendments of 1972, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990. This policy is intended to comply with the prohibitions stated in these anti-discrimination laws.

5.2 Reporting an Incident of Discrimination

KHSC-KansasCOM encourages reporting of all perceived incidents of discrimination regardless of the offender’s identity or position. Individuals who believe that they have been the victim of such conduct should discuss their concerns with their immediate supervisor, human resources or through the ethics hotline. See the complaint procedure described below.

5.3 Complaint Procedure

Concerns about discriminatory actions should be reported to your manager. If for any reason an employee is not comfortable reporting such concerns to a manager, the employee should report the concerns directly to Human Resources.

To facilitate reporting of discrimination where the employee wishes to remain anonymous, a report may be submitted to Navex Global by visiting www.ethicspoint.com or calling 1-888-247-3189.

Student concerns regarding discriminatory actions should be reported to the Associate Dean of Student Affairs and Services.

5.4 Investigation Procedure

Reports of discrimination shall be evaluated and KHSC-KansasCOM will promptly undertake an effective, thorough and objection investigation of the allegations of discrimination. Complaints and investigations will be handled on a confidential basis, to the extent possible, with due regard for the rights of the individuals involved. Information about the investigation and complaint shall only be released to individuals on a need-to-know basis, or as otherwise required by law.

5.5 Non-Retaliation

Retaliation for good-faith reports of suspected harassment or discrimination is prohibited. An employee who retaliates against someone who has made such a report in good faith may be subject to discipline up to and including termination of employment. Complaints of retaliation must be directed to your manager or human resources.

6. RELATED DOCUMENTS

- Whistleblower Protection and Non-Retaliation Policy
- Anti-Harassment and Anti-Retaliation Policy
- Diversity and Inclusion Policy

7. CONTACTS

- Human Resources
- Associate Dean for Student Affairs and Services

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