

POLICY TITLE: <i>Mistreatment/Harassment Policy</i>	APPROVAL DATE: <i>August 1, 2019</i>
RESPONSIBLE DEPARTMENT: <i>Office of Student Affairs</i>	APPLIES TO: <i>All Students</i>

## POLICY STATEMENT

The UCCOM is committed to providing a positive learning environment that promotes the acquisition of the knowledge, skills and attitudes commensurate with being an exemplary physician. In order to achieve this goal, the COM has established standards of behaviors that are based upon mutual respect of all individuals involved in the learning process. No form of student harassment or abuse is acceptable.

### Definition of Mistreatment/Harassment:

The Association of American Medical Colleges (AAMC) defines mistreatment as “Mistreatment arises when behavior shows disrespect for the dignity of others and unreasonably interferes with the learning process. It can take the form of physical punishment, sexual harassment, psychological cruelty, and discrimination based on race, religion, ethnicity, sex, age or sexual orientation.”

Mistreatment/Harassment includes but is not limited to the following behaviors:

- General Mistreatment (i.e., public humiliation or belittlement, threats, personal service requests, physical or verbal abuse)
- Sexual Harassment (i.e., inappropriate comments, name calling, jokes, slurs, gestures, touches, advances of a sexual nature)
- Racial Harassment (i.e., inappropriate comments, name calling, jokes, slurs, gestures of a racial nature)
- Sexual Orientation Harassment (i.e., inappropriate comments, name calling, jokes, slurs, gestures, touches, advances of a sexual nature)
- Religious Harassment (i.e., inappropriate comments, name calling, jokes, slurs, gestures of a religious nature)

### Procedures

Centralized Reporting of Mistreatment/Harassment:

- Associate Dean for Student Affairs
- Anonymous URL:
  - <http://comdo-wcnlb.uc.edu/EMOS/Resources?ReportMistreatment.aspx>
- Anonymous telephone line 1-800-889-1547
- Course/Clerkship/Elective Evaluations
- Associate Dean for Diversity & Inclusion
- Grievance Procedure in Student Handbook
- Associate Deans for Medical Education
- Sr. Associate Dean for Educational Affairs

### Handling of Reports

All reports are sent to the Associate Dean for Student Affairs for centralized tracking of incidents and interventions.

Those reports made through the anonymous URL prompt an email notification to the Associate Dean. The anonymous telephone line routes to the UC campus Title IX Office. End of course/clerkship/elective evaluations are sent to the course directors and the Associate Dean once grades have been submitted. The Office of Diversity & Inclusion communicates reports that it receives to the Associate Dean for Student Affairs. The Associate Dean shares the reports with the Mistreatment Review Committee (MRC)\* for their review before forwarding to the appropriate course director and other administrators/supervisors to investigate and intervene on reports alleging mistreatment by a faculty, resident or other staff. The reports are documented on a spreadsheet that maintains cumulative student mistreatment reports pertaining to specific departments or courses. The course directors are expected to document steps taken to investigate and/or intervene on the spreadsheet, within a specified time, and forward to the Associate Dean. The following administrators are copied on reports sent to course directors:

- UCCOM Department chairs: reports pertaining to their respective departments
- UCCOM Senior Associate Dean for Faculty Affairs and Development: reports pertaining to UCCOM faculty
- DIO and residency program directors: reports pertaining to residents at their respective institutions
- CEO, UC Physicians or designee: reports pertaining to UC Advanced Practice Providers
- University of Cincinnati Medical Center (UCMC) Chief Nursing Officer: non-MD staff (not including APPs)
- Site Director, Affiliated Institutions: reports pertaining to any faculty, staff or resident at an affiliated institution

The Associate Dean for Student Affairs will directly intervene on reports alleging mistreatment by a student. Interventions for faculty, residents, staff or students may range from counseling to imposing sanctions. The MRC reviews the responses from course directors. The committee may make further inquiries and/or recommendations to the course directors/departments if there are questions or concerns regarding their responses. The Dean of the COM is kept apprised of the data annually, at a minimum.

Students may choose to report to the Senior Associate Dean for Educational Affairs or any of the University of Cincinnati offices below. Reports of sexual harassment, discrimination or retaliation that may be in violation of Title IX must be further reported to the Title IX office.

#### Retaliation for Reporting

Retaliation for reporting mistreatment is not tolerated. Any incident of alleged retaliation toward a medical student should be reported to the Associate Dean for Student Affairs for further investigation by MRC.

Students should familiarize themselves with University policies and procedures relating to discrimination and harassment that are available on these UC websites:

Office of Equity and Inclusion Policies

<http://www.uc.edu/inclusion/resources/guidelines.html>

Reporting Allegations of Discrimination or Harassment

<https://www.uc.edu/inclusion/oeoa/OEOAHarassment.html>

University policy on non-discrimination

[http://www.uc.edu/content/dam/uc/trustees/docs/rules\\_10/10-13-01.pdf](http://www.uc.edu/content/dam/uc/trustees/docs/rules_10/10-13-01.pdf)

Title IX of the Education Amendments of 1972

<http://www.uc.edu/titleix.html>

#### \* **Mistreatment Review Committee Policy Statement (MRC)**

MRC will promote the development of a respectful and inclusive learning environment, for medical students, across

UCCOM and its affiliate learning sites.

### Responsibilities

1. Regularly review student reports of negative behaviors and departmental interventions to assure the procedure outlined in the Mistreatment/Harassment Policy is being followed.
2. Identify trends in negative behaviors to guide educational interventions with students and faculty.
3. Evaluate effectiveness of interventions to use those with positive outcomes as a resource to other departments.

### Membership

The Senior Associate Dean and two associate deans are permanent members. The Preclinical Course Director and Clerkship Director will serve 2-year terms with the option for reappointment. The members may be nominated by self or others. All appointments to the committee are subject to approval by the Dean of the College of Medicine.

1. Senior Associate Dean for Educational Affairs
2. Associate Dean for Student Affairs (chair)
3. Associate Dean of Diversity, Equity and Inclusion
4. Preclinical Course Director
5. Clerkship Director

### Meeting Schedule

Meetings will occur at a minimum frequency of quarterly. Attendance is required at a minimum of 75% of scheduled meetings to remain on the committee. Communication, among committee members, may be necessary in between meetings to address questions or concerns regarding student mistreatment that would benefit from timely committee input.

### Authority

MRC reports to the Dean of UCCOM. The dean is provided with an annual report summarizing the review that MRC has undertaken of student complaints, departmental interventions and educational initiatives.

