

**CENTRAL IOWA HEALTH SYSTEM
GRADUATE MEDICAL EDUCATION COMMITTEE**

POLICY ON HARASSMENT

I. Purpose

Harassment of any kind is not acceptable at Central Iowa Health System ("CIHS"). It is inconsistent with CIHS's commitment to excellence and respect for all individuals. This policy is intended to complement CIHS's Equal Opportunity Policy.

II. Description

CIHS is committed to maintaining a bias-free environment for all residents and other staff members, including freedom from harassment. Harassment is defined as the creation of a hostile or intimidating environment, in which verbal or physical conduct, because of its severity and/or persistence, is likely to interfere significantly with an individual's work.

Sexual coercion and/or harassment consists of unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature, including sexual jokes, sexual cartoons or gender based ridicule, when:

- Submission to such conduct is explicitly or implicitly a term or condition of an individual's employment.
- Submission to or rejection of such conduct is used as a basis for employment decisions affecting an individual.
- Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.

The conduct alleged to constitute harassment under this policy shall be evaluated from the perspective of a reasonable person similarly situated to the complainant and considering all the circumstances.

The following behaviors are also prohibited by this Harassment policy:

- Retaliation against a complainant for filing a charge of harassment. A complaint of retaliation may be pursued using the steps followed for a complaint of harassment.
- Lodging a complaint of harassment is not proof of prohibited conduct. A complaint shall not be taken into account during promotion decisions, merit or other evaluation or review until a final determination has been made that CIHS's Harassment policy has been violated.
- To file a knowingly false or malicious complaint of harassment or of retaliation is a violation of the Harassment policy. Such conduct may be pursued using the steps followed for a complaint of harassment.

Violators of this policy will be subject to disciplinary action by the program director and/or the Designated Institutional Official (DIO) / Director of Medical Education (DME), in cooperation with the CIHS Human Resources office and Iowa Health System Law Department.

III. Procedures

Any resident who believes he or she may have been subject to prohibited harassment or who has witnessed what is believed to be harassment should immediately report the incident to the program director, program coordinator, DIO/DME, or director of medical education administration. If the resident is more comfortable reporting the matter to a member of the resident's own gender and the persons listed above are not of the same gender, the complaint may be reported to the most senior member of the residency program staff of the same gender as the resident.

All reports or complaints of harassment will be promptly and fully investigated. If it is found that a violation of this policy exists, corrective action appropriate to the circumstance will promptly be taken. The investigative process will require that the complaint be reduced to writing and that the resident submitting the complaint assist in the investigation to the extent required by CIHS.

Residents are assured that this procedure has been established for their benefit and to allow them the freedom to express their feelings and/or complaints. No resident should fear that he or she will be penalized for registering a harassment complaint. CIHS is dedicated to removing all forms of harassment and is committed to a prompt and impartial investigation and resolution of any complaint.

Confidentiality will be maintained to the extent possible consistent with CIHS's obligation to conduct a complete investigation.