



POLICY ON DISCRIMINATION, HARASSMENT AND BULLYING FOR PARTICIPANTS IN SHEA ACTIVITIES

Objective:

The Society for Healthcare Epidemiology of America (SHEA) is committed to the principles of inclusion, diversity, access, equity, integrity and civility, and providing a professional environment free from harassment and discrimination in which all individuals, including employees, members, and volunteers, are treated with respect and dignity. Each individual has the right to work in a professional atmosphere free from unlawful harassment, discrimination, and retaliation.

This policy applies to conduct by members and volunteers of SHEA, including officers, directors, and committee members and applies to complaints of harassment and discrimination that involve members and volunteers of SHEA at all SHEA events including, board of trustees meetings, committee meetings, conferences and networking events.

In order to provide all participants at events, including members and other attendees, speakers, staff, exhibitors, sponsors, employees and volunteers, the opportunity to interact professionally and benefit from the event, SHEA is committed to providing a safe and productive environment free of discrimination, hostility, harassment, and retaliation based on race, color, ethnicity, religion, sex, sexual orientation, gender identity or expression, age, disability, marital status, citizenship, or any other characteristic protected by law.

SHEA has a zero tolerance policy for discrimination, harassment, and retaliation and is committed to enforcing this policy at all SHEA activities or events.

Equal Opportunity

It is SHEA's policy to ensure equal opportunity for participation for all members without discrimination or harassment on the basis of race, color, ethnicity, religion, sex, sexual orientation, gender identity or expression, age, disability, marital status, citizenship, or any other characteristic protected by law. SHEA prohibits all such discrimination and harassment.

Discrimination Defined

Discrimination is prejudicial treatment of individuals or groups of individuals based on their race, color, ethnicity, religion, sex, sexual orientation, gender identity or expression, age, disability, marital status, citizenship, or any other characteristic protected by law.

Harassment Defined

Harassment includes verbal, written, or physical conduct that denigrates or shows hostility toward an individual on the basis of any of the above list protected factors and that: (1) has the purpose or effect of creating an intimidating, hostile, or offensive environment; (2) has the purpose or effect of interfering with an individual's performance or ability to participate in SHEA activities or events; or (3) otherwise affects an individual's ability to participate in SHEA activities or events.

Harassing conduct include epithets, slurs, or negative stereotyping; threatening, intimidating, or hostile acts; denigrating jokes; offensive texts and emails; as well as the application of any stereotypes or generalizations based on any of the prohibited grounds.

Sexual harassment is any unwelcome conduct, comment, gesture, attention, or contact of a sexual nature, whether on a one-time basis or in a continuous series of incidents that might reasonably be expected to offend, embarrass, or offend an individual. Sexual harassment also includes any unwelcome sexual advances, requests for sexual favors, and other verbal or physical unwelcome conduct.

Bullying Defined

Bullying is unwelcome, aggressive behavior (including verbal, social or physical conduct) involving the use of influence, threat, intimidation, or coercion to dominate others in the professional environment.

Prohibited Conduct

As a professional organization, SHEA is committed to inclusion, equity, professional treatment of ideas, and respectful treatment of all members, volunteers, and employees at all SHEA activities and events. SHEA seeks to provide a professional atmosphere in which diverse participants may learn, network, and participate in an environment of mutual respect. Conduct that is prohibited includes:

- Harassment or intimidation based on any of the protected characteristics enumerated above or protected by law.
- Sexual harassment or intimidation, including unwelcome sexual attention, stalking, or unsolicited physical contact.
- Harassment, intimidation, or coercion based upon a position as a board member, committee member or any position of influence.
- Abusive, lewd, or threatening conduct.
- Bullying, harassment or unprofessional conduct toward employees, volunteers, members, or other participants at SHEA activities or events.
- Physical violence or threats of violence.
- Sexually charged communications or conduct.

Reporting Acts of Discrimination, Harassment, Bullying or Retaliation

SHEA cannot take action to stop conduct if it does not know of the conduct. SHEA encourages reporting of all perceived incidents of discrimination, harassment, or retaliation, regardless of the offender's identity or position.

SHEA encourages individuals to advise the offender that his or her conduct is unwelcome and to request that it be discontinued, if they feel comfortable so doing.

Individuals who believe they have been the victim of or a witness to such conduct should file a complaint with SHEA's Executive Director Kristy Weinschel at 703-684-10089 or kweinschel@shea-online.org. Complaints should be made as soon as possible after the incident so that immediate action can be taken, if appropriate. To ensure a prompt and thorough investigation of the complaint, the complainant should provide as much information as is possible, including the names, dates, locations and steps taken. An individual making a complaint may be asked to put the complaint in writing.

In the event that an individual feels that his or her physical safety is in jeopardy, SHEA encourages the individual to contact the appropriate law enforcement agency to make a report.

Any reported allegations of harassment, discrimination, or retaliation will be investigated promptly by SHEA. The investigation may include individual interviews with the parties involved as well as witnesses to the conduct.

SHEA will maintain confidentiality to the extent consistent with appropriate investigation and corrective action.

If it is determined that an individual has engaged in prohibited conduct, SHEA shall determine the appropriate action to be taken, which may include, but is not limited to:

- Private reprimand.
- Expulsion from the SHEA activity or event without warning or refund.
- Implementation of conditions upon attendance at future SHEA activities and events.
- Removal of the individual as a board or committee member.
- Restriction from attendance at future SHEA activities and events.
- Revocation of membership in SHEA.

Retaliation

Retaliation against an individual for reporting harassment or discrimination or for participating in an investigation of a claim of harassment or discrimination is a serious violation and is strictly prohibited. Acts of retaliation should be reported immediately and will be promptly addressed.