

24-Sexual Harassment

Prepared by: Yusra Othman /Director/Supervisor-Chem **Date:** May/29/2024
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Reviewed by: Jordan Dillard /Instructor **Date:** June 24 2024
signature/title
Approved by: Sanford N. Bailey, M.D /Chairman **Date:** July 9 2024
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ANNUAL REVIEW:

REVIEWED <u>Sanford N. Bailey, M.D</u>	<u>July-17-2025</u>
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SUPERSEDES: Procedure titled _____

Purpose:

The purpose of this SOP is to establish and maintain a workplace environment free from sexual harassment at MMCCCL. This document outlines the standard procedure for processing complaints and conducting investigations related to sexual harassment and retaliation. It is one of the training provided to all new Meharry employee during the one day orientation.

Scope:

This SOP applies to all employees, clients, and customers of MMCCCL.

Definitions:

Sexual Harassment refers to the following in this SOP:

1. Unwelcome or unwanted sexual advances, requests for sexual favours, and any physical, verbal or visual conduct based on gender when:

- Submission to or rejection of the conduct is an explicit or implicit term or condition of employment.
- Submission to or rejection of the conduct is used as the basis for an employment decision (i.e., hiring, evaluation, retention or promotion)
- The conduct has the purpose or effect of unreasonably interfering with an individual's work performance or of creating an intimidating, hostile, or offensive working environment.

Policy:

MMCCCL is committed to maintaining a workplace environment that is free from the intimidation, coercion, or harassment, including sexual harassment, of any employee. The lab forbids any form of retaliation against an employee who complains about alleged harassment. Disciplinary action, up to and including termination, will be taken against any employee or contractor who attempts to retaliate.

Procedure:

All employees will be educated about sexual harassment during their orientation and yearly thereafter.

MMCCCL encourages individuals who believe they are being harassed to firmly and promptly notify the offender that their behaviour is unwelcome. The lab recognizes that power and status disparities may make such a confrontation ineffective or impossible.

All complaints of sexual harassment will be investigated promptly and thoroughly. The lab will ensure confidentiality to the extent possible, consistent with its legal obligations and the need to conduct an adequate investigation.

If the investigation reveals that sexual harassment occurred, appropriate corrective action will be taken, up to and including disciplinary action, including termination, against the harasser. If the investigation reveals that no sexual harassment occurred, MMCCCL management will notify the complainant and take appropriate action to prevent any retaliation.

References

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Schneider, K. T., Swan, S., & Fitzgerald, L. F. (1997). Job-related and psychological effects of sexual harassment in the workplace: Empirical evidence from two organizations. *Journal of Applied Psychology*, 82(3), 401–415. <https://doi.org/10.1037/0021-9010.82.3.401>

https://home.mmc.edu/search-website/?wpv_post_search=Sexual+Harassment+policy