

NORTHCARE NETWORK

POLICY TITLE: Non-Discrimination and Harassment Policy	CATEGORY: Personnel	
EFFECTIVE DATE: 1/1/15	BOARD APPROVAL DATE: 12/10/14	
REVIEW DATE: 3/17/25	REVISION(S) TO POLICY STATEMENT: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	OTHER REVISION(S): <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
RESPONSIBLE PARTY: HR Manager	CEO APPROVAL DATE: 4/3/25 Megan Rooney, CEO	

APPLIES TO

NorthCare Network Personnel

POLICY

It is the policy of NorthCare Network to comply with all applicable federal, state, and local non-discrimination and harassment laws and regulations.

PURPOSE

To create and maintain a work environment in which all employees are treated with respect and dignity. Each employee has the right to work in a professional environment that promotes equal employment opportunities and prohibits unlawful harassment, discrimination, and retaliation.

Definitions

Harassment: Unwelcome conduct that is so frequent or severe that it objectively creates a hostile or offensive work environment or results in a negative employment action (such as being fired or demoted). For example, assault, threats, insults, or offensive graffiti may be illegal harassment. Federal law prohibits harassment based on race, color, religion, sex (including pregnancy, sexual orientation, gender or gender identity) national origin, disability, veteran status, citizenship, age (40 years old or older) or genetic information (including family medical history).

Discrimination: Treating a person or a group of people less favorably. Federal law prohibits employment discrimination based on race, color, religion, sex (including pregnancy, sexual orientation, or gender or gender identity), national origin, disability, veteran status, citizenship, age (40 years old or older), genetic information (including family medical history) or in retaliation for filing a charge or complaint of discrimination, participating in a discrimination proceeding (such as an investigation or lawsuit) or opposing discrimination.

References

Equal Employment Opportunity Commission (EEOC) – Glossary
 Equal Employment Opportunity Policy
 Fair Labor Standards Act
 NorthCare Network Code of Conduct
 NorthCare Network Personnel Conduct Policy
 U.S. Department of Labor

HISTORY

NEW POLICY: 1/1/15

REVIEW DATE: 12/3/14, 10/16/15, 8/22/16, 6/8/17, 4/23/18, 2/2/19, 12/1/19, 10/27/20, 1/27/22, 7/18/23, 5/8/24, 3/17/25

REVISION DATE: 8/22/16, 6/8/17, 2/2/19, 12/1/19, 10/27/20, 1/27/22, 5/8/24

CEO APPROVAL DATE: 12/3/14, 11/9/15, 9/6/16, 7/13/17, 3/15/19, 1/7/20, 11/3/20, 2/1/22, 8/1/23, 6/11/24, 4/3/25

BOARD APPROVAL DATE: 12/10/14

PROCEDURES

It is a violation of NorthCare Network's policy to discriminate in the provision of employment opportunities, benefits, or privileges.

It is a violation of NorthCare Network's policy to harass any individual in a manner as defined in this policy and will not be tolerated.

If you feel you have experienced or witnessed discrimination or harassment, report all incidents to your Supervisor, HR Manager, or CEO.

The CEO will assign an investigator(s) to determine if a violation of this policy occurred. NorthCare Network will treat all aspects of the investigation confidentially to the extent reasonably possible. If it has been determined a violation has occurred, the CEO will determine the appropriate disciplinary action.