

		Policy Title:	Harassment and Discrimination
Effective Date:	1/1/10	Policy Number:	HR 0130
Review Date:	6/18/13	Section:	Human Resources
Revised Date:	5/18/11; 7/24/15	Oversight Level:	Corporate
Administrative Responsibility:		MHCC Vice President Human Resources	

1. Purpose

To ensure the workplace is free of harassment and discrimination.

2. Scope

All employees, physicians, students, volunteers and any other individuals performing work at McLaren Health Care and its subsidiaries (MHCC).

3. Definitions

3.1. Harassment: Unwelcome or offensive conduct or communication, including but not limited to threats, insinuations, innuendo, slurs, or demeaning jokes based on race, color, national origin, religion, sex, sexual orientation, gender identity, age, height, weight, marital status, disability, genetic information, veteran status, or any other protected status, which interferes with an employee's ability to perform his or her job or creates an intimidating, hostile or offensive work environment.

3.1.1. Sexual harassment: Unsolicited and unwelcome sexual advances, requests for sexual favors, or other conduct or communication of a sexual nature which:

- 1) is made a term or condition of employment, explicitly or implicitly,
- 2) is used as a basis for an employment decision, or
- 3) unreasonably interferes with an employee's work performance or creates an intimidating, hostile, or offensive work environment.

3.2. Discrimination: subjecting an employee to an adverse employment action based on race, color, national origin, religion, sex, sexual orientation, gender identity, age, height, weight, marital status, disability, genetic information, veteran status, or any other protected status.

4. Policy

MHCC is committed to a workplace free of harassment and discrimination and will not tolerate harassment or discrimination of any employee based on race, color, national origin, religion, sex, sexual orientation, gender identity, age, height, weight, marital status, disability, genetic information, veteran status, or any other protected status.

5. Procedure

Complaints regarding harassment or discrimination, whether written or verbal, should be reported immediately to the employee's supervisor or available on-site manager, or the subsidiary Human Resources department. Management who receive

complaints of harassment or discrimination, whether written or verbal, shall promptly report them to subsidiary Human Resources.

5.1. Human Resources will promptly investigate complaints, whether written or verbal, involving violation of this policy. If the investigation reveals that harassment or discrimination in violation of this policy has occurred, Human Resources will confer with management and determine the appropriate corrective action.

5.2. All complaints will be handled in as confidential a manner as possible.

5.3. Complaints made in good faith will not be held against an employee, nor have an adverse impact on the employee's employment status. Retaliation against an employee who in good faith reports harassment or discrimination or assists in the investigation of a complaint is prohibited.

5.4. Any employee who knowingly or willfully makes a false complaint will be subject to corrective action up to and including termination.

5.5. Any employee who engages in discrimination, harassment, or retaliatory action in violation of this policy will be subject to corrective action up to and including termination.

6. References

6.1. MHCC HR 0121 Equal Employment Opportunity Policy

6.2. MHCC CC 0114 Non-Retaliation Policy

6.3. Applicable federal and state laws

7. Exception Provision

If any provision of this policy conflicts with an express provision(s) of an applicable collective bargaining agreement or letter of agreement, the latter shall supersede this policy to the extent necessary to comply with contractual obligations.

Approvals:

Corporate HR Policy Committee:

9/3/09, 10/7/10

Human Resources Council:

10/22/09, 2/28/11, 6/18/13; 7/24/15

7/30/15

William Peterson
Vice President Human Resources

Date

Previous Revisions: 5/18/11

Supersedes Policy: Not Applicable