

HARBOR-UCLA MEDICAL CENTER

SUBJECT: EQUAL EMPLOYMENT OPPORTUNITY

POLICY NO. 213

PURPOSE:

To provide equal employment opportunity to all qualified persons, regardless of race, color, religious creed, sex, gender identity, gender expression, national origin, ancestry, medical condition, marital status, age, physical or mental disability, or sexual orientation, and to maintain a non-discriminatory workplace.

POLICY:

Harbor-UCLA Medical Center is committed to the development of an equal employment opportunity program, by way of:

- Recruiting, hiring, training, and promoting persons in all job classifications without regard to any non-job-related characteristic.
- Ensuring that promotional decisions are in accord with equal employment opportunity requirements for promotional opportunities.
- Ensuring that all personnel actions relating to compensation, benefits, transfers, terminations, training, and education are administered in a non-discriminatory manner.
- Ensuring no employment practice exists that discriminates against any employee or applicant in any aspect as a result of sexual harassment from a manager, supervisor, client or fellow employee.
- Providing a work environment free from harassment and/or other discriminatory practices for all employees.
- Providing a work environment that complies with federal and state standards regarding disability, and providing an interactive process for those having a disability that limits a major life activity.

The commitment to this policy applies uniformly to all levels of management.

PROCEDURE:

- All managers for this Department are accountable to the Chief Executive Officer, Harbor-UCLA Medical Center for the implementation of this policy within the organizational unit for which they are responsible.

EFFECTIVE DATE: 09/85

SUPERSEDES: 10/04

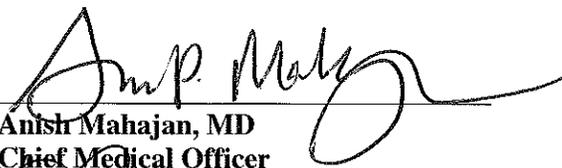
REVISED: 10/92, 08/95, 05/98, 10/04, 01/11, 11/13, 12/16

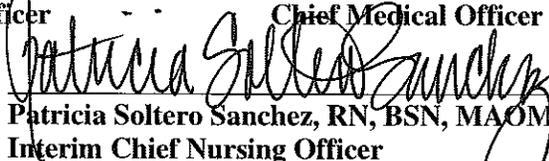
REVIEWED: 09/89, 10/92, 08/95, 05/98, 02/02, 08/07, 11/13, 12/16

REVIEWED COMMITTEE:

APPROVED BY:


 Kim McKenzie, RN, MSN, CPHQ
 Chief Executive Officer


 Anish Mahajan, MD
 Chief Medical Officer


 Patricia Soltero Sanchez, RN, BSN, MAOM
 Interim Chief Nursing Officer

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- Human Resources Managers are responsible for fully investigating claims on discrimination and harassment in accordance with County policies, procedures and applicable laws.
- All workforce members and applicants for employment shall be informed of this policy and it shall be included as part of the regular orientation program for new employees.
- Supervisors are responsible for exercising non-discriminatory personnel practices.

Failure to comply with this policy may result in disciplinary action in accordance with the Department of Health Services Employee Evaluation and Discipline Guidelines.

AUTHORITY:

Civil Rights Act of 1964, as amended (42 USC 2000 et seq)
Americans with Disabilities Act of 1990 (42 USC 12101 et seq)
Los Angeles County Code, Section 5.08, Equal Employment

CROSS REFERENCES:

Board of Supervisors Policies:

3.060, Non-Discrimination on the Basis of Disability

9.010, Equal Employment Opportunity Non-Discrimination Policy Statement and Poster

DHS Policy 707, Equal Employment Opportunity