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	EFFECTIVE DATE: 10/20/03	NUMBER: 9068
	ORIGINATOR: Corporate Compliance Officer	
ORGANIZATIONAL POLICY Discrimination	CONCURRENCE: Chair, Corporate Compliance Committee Director, Human Resources	
	APPROVAL: CEO/PRESIDENT	

INTRODUCTION

It shall be the policy of Ellis Hospital and its affiliates to prohibit discrimination and provide equal employment opportunities for all qualified applicants and employees, without regard to race, color, sex, religion, age, national origin, ancestry, disability or sexual orientation, consistent with applicable legislation and to comply with the laws pertaining thereto. This policy shall also extend to nondiscrimination relative to the delivery of patient care.

PURPOSE OF POLICY

- A. To ensure compliance with all applicable laws governing nondiscrimination
- B. To provide for the appropriate dissemination and communication of all Ellis Hospital policies regarding discrimination.
- C. To identify the appropriate individuals when there is an employee or patient complaint of discrimination.
- D. To outline the governing applicable laws.
- E. To identify the applicable Administrative Policies incorporating federal and state laws.

SCOPE

This policy applies to all Ellis Hospital employees.

PROCEDURES

- A. The Hospital is committed to complying with all federal and state laws governing nondiscrimination related to employment. These laws include but are not limited to:
 - 1. The Americans with Disability Act
 - 2. Title VII of the Civil Rights Act
 - 3. The Employee Retirement Income Security Act
 - 4. The Labor Management Relations Act

5. The Age Discrimination in Employment Act 1967
6. The Fair Labor Standards Act
7. The Immigration Reform and Control Act
8. The Occupational Safety and Health Act
9. The Equal Pay Act
10. The Family and Medical Leave Act
11. Uniformed Services Employment and Re-Employment Rights Act.
12. New York State Human Rights Law
13. Part 10, NYCCR, Section 405.3 (B) (16) Staff Rights

B. The following Administrative Hospital policies and/or other documents have been developed in order to comply with the federal and state laws governing nondiscrimination related to employment identified in section A:

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| 1. | Business Practice Policy | Policy # 1036 |
| 2. | Nondiscrimination Policy | Policy # 1262 |
| 3. | Equal Employment Opportunity Policy | Policy # 3097 |
| 4. | Family and Medical Leave Act Policy | Policy # 3102 |
| 5. | Harassment Policy | Policy # 3142 |
| 6. | Military Reserve Duty Policy | Policy # 3248 |
| 7. | Overtime Compensation Policy | Policy # 3294 |
| 8. | Staff Rights Policy | Policy # 3375 |
| 9. | Compensation Policy Manual | |
| 10. | Employee Handbook | |
| 11. | Benefit Booklets and Summary Plan Documents | |
| 12. | Mandated Posters on Bulletin Boards | |

C. The Hospital is committed to complying with all federal and state laws governing nondiscrimination related to patient care. These laws include but are not limited to:

1. Public Health Law, Article 27-F, Section 2781
2. Public Health Law, Section 405.7
3. New York State Patient Bill of Rights

D. The following Administrative Hospital policies and/or other documents have been developed in order to comply with the federal and state laws governing nondiscrimination related to patient care identified in section C:

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| 1. | AIDS Testing and Confidentiality and Disclosure | Pol.# 7004 |
| 2. | Interpreters | Pol.# 7170 |
| 3. | Patients' Rights and Responsibilities | Pol.# 7313 |
| 4. | Patient and Visitors Complaints | Pol.# 7315 |
| 5. | Patient Bill of Rights Posters | |

E. If an employee feels he/she has been discriminated against or harassed on the basis of his/her race, color, sex, or other protected category, he/she should contact the Director of Human Resources so that an investigation may be initiated in accordance with the Hospital policies and procedures.

F. If a patient feels he/she has been discriminated against or harassed on the basis of his/her race, color, sex, or other protected category, he/she should contact the Director

of patient Relations so that an investigation may be initiated in accordance with the Hospital policies and procedures and the NY State Patient Bill of Rights.

G. Communication of information regarding all Hospital policies and procedures related to nondiscrimination and applicable federal and state laws shall include but not be limited to:

1. Administrative Policies
2. Annual Educational Inservices
3. Applicable Federal and State Posters
4. Employee Benefit Booklets & Summary Plan Documents
5. Employee Handbook
6. Patient Information Packets

H. The Corporate Compliance Officer and the Director of Human Resources shall be responsible for providing employees with information on the applicable federal and state laws identified in this policy and shall direct questions to the proper person.

EXHIBITS

REFERENCES

ORIGINAL IMPLEMENTATION DATE: 05/06/97
REVIEW DATE: 05/99
REVIEWED:
REVISED: 10/03