



Policy Title

Student Mistreatment Policy

Identifier

USCSOMG – STAF – 6.1

Prepared by: Office of Student Affairs

Approved by: Student Affairs Policy Committee

Reviewed by: USCSOMG Policy Review Committee

Communicated to: USCSOMG Students

Date: 04/30/2018

Date: 05/17/2018

Date: 06/04/2018

Date: 07/16/2018

Effective Date: 07/16/2018

LCME Standards

3.6 – Student Mistreatment

10.6 – Content of Informational Materials

Scope

University of South Carolina (USC) School of Medicine Greenville students

Policy Statement

The educational program at USC School of Medicine Greenville has been developed to support and encourage the collegiality and professionalism essential to an effective learning environment. The primary objective of the mistreatment policy is to insure that students who believe that they have been punitively assessed or mistreated because of religion, race, ethnicity, gender, sexual orientation, age or any other matter have their concerns promptly addressed in a fair and just manner.

Reason for Policy

To provide USC School of Medicine students with clarity on the student mistreatment policy.

Procedures

Students who feel they have been mistreated are encouraged to report the incident. There are several mechanisms by which mistreatment may be reported.

- **Ombudsperson** – Contact the ombudsperson for the USC School of Medicine Greenville by phone (864-455-3754) to leave a secure and confidential message for a follow-up appointment; email is not recommended. The ombudsman is empowered to receive and investigate reports of mistreatment in a confidential manner and to mediate if requested between the parties involved. In the event mediation is not successful, the ombudsperson will make recommendations, with the student's consent, directly to the Associate Dean of Student Affairs and Admissions regarding appropriate resolution of any complaints.
- **[Online Mistreatment Report Form](#)** – Students may submit the mistreatment report anonymously, however are encouraged to self-identify. This form is received by the Office of Student Affairs who reviews the nature of the reported mistreatment and then refers the matter to the appropriate USC School of Medicine Greenville administrative office for additional review. If the submitter has identified themselves, they will receive notice of the outcome of the evaluation of their report. If the form was filed anonymously, no notification of the outcome will be possible.

- **GHS Compliance Hotline** – Students may confidentially or anonymously report concerns regarding the clinical training environment at Greenville Health System. A caller may remain anonymous but should self-identify as a USC School of Medicine Greenville student to ensure that the reported incident is forwarded to Office of Student Affairs. The Compliance Hotline is operated by an independent outside firm to further protect anonymity. To reach the Compliance Hotline, call 1-888-243-3611 (English) or 1-800-297-8592 (Spanish). Callers should keep the case number and PIN number provided by the operator.
- **A formal report to the USC School of Medicine Greenville administration** – Students may meet with or submit a written report to a member of the administration, including Assistant or Associate Deans in the Offices of Academic Affairs, Faculty Affairs, or Student Affairs

Sanctions

Disciplinary action, up to and including dismissal of the student, staff or faculty member responsible for the mistreatment.

Additional Contacts

Ombudsperson
Office of Student Affairs
Office of Academic Affairs
Office of Faculty Affairs

Related Information

USC School of Medicine Greenville Student Handbook
USCSOMG-STAF-2.0-Equal Educational Opportunity & Student Nondiscrimination Policy

History

- Date of Change: 06/04/2018
- Change: Move to standardized template
- Reason for Change: LCME CQI