



Policy Title

Equal Opportunity and Anti-Discrimination

Identifier

UofSCSOMG – HR – 1.00

Reviewed by: Faculty Representation Committee	Review Date: 03/07/2022
Approved by: UofSCSOMG Policy Committee	Approval Date: 04/25/2022
	Effective Date: 05/02/2022

LCME Standards

3.4 – Anti-Discrimination Policy

3.6 – Student Mistreatment

10.6 – Content of Informational Materials

Scope

University of South Carolina (UofSC) School of Medicine Greenville students, faculty, and staff

Policy Statement

The UofSC School of Medicine Greenville does not discriminate in opportunities for qualified persons on the basis of race, ethnicity, religion, creed, sex, gender identity, national origin, age, disability, sexual orientation, pregnancy, childbirth or related medical condition or veteran status.

Reason for Policy

To provide UofSC School of Medicine Greenville community clarity on equal opportunity and anti-discrimination. The School is committed to providing a workplace and educational environment, programs, and activities free of discrimination and harassment.

Procedures

For faculty/staff that would like to file a complaint:

The University of South Carolina has designated as the ADA Title II, Section 504, and Title IX coordinator the Executive Assistant to the President for Equal Opportunity Programs. Anyone who has been a victim of unlawful discrimination or harassment related to education programs, services, or activities provided by the university may file complaints with the EOP office. UofSC employees who witness or have evidence of unlawful discrimination or harassment of any UofSC student or employee is required to report the incident to the [EOP office](#). The Office of the Executive Assistant to the President for Equal Opportunity Programs is located at 1600 Hampton Street, Suite 805, Columbia, SC; telephone 803-777-3854.

For students that would like to file a complaint:

- **Ombudsperson** – Contact the ombudsperson for the UofSC 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 for Student Affairs regarding appropriate resolution of any complaints.
- **[Learning Environment Concern Form \(including Mistreatment\)](#)** – An online mistreatment report form. Although forms may be submitted anonymously, the reporter is encouraged to self-identify in order to facilitate appropriate follow-up. This form is received and reviewed by the associate dean for student affairs, manager of student affairs and lead student affairs coordinator. The matter is then referred to the appropriate School administrative office or personnel for additional investigation. 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 is possible;
- **Health System Compliance Hotline** – Students may confidentially or anonymously report concerns regarding the clinical training environment at the partner health system. A caller may remain anonymous but should self-identify as a UofSC School of Medicine Greenville student to ensure that the reported incident is forwarded to Office for 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 UofSC School of Medicine Greenville administration** – Meeting with a member of the School’s administration, including assistant or associate deans in the Offices for Academic Affairs or Student Affairs, or the Director of Multicultural Affairs. Upon meeting with a member of administration, a mistreatment report form is completed for tracking purposes;
- **Faculty and resident evaluations** distributed to students at the end of each module and clerkship. These evaluations are confidential, but not anonymous.
 - o Clerkship faculty and resident evaluations are reviewed by the clerkship director, program director, director for clerkship and post clerkship curriculum, vice chair of academics and chair for each department, and the associate dean for curriculum
 - o Pre-clerkship faculty evaluations are reviewed by the director for pre-clerkship curriculum, chair of biomedical science, and the associate dean for curriculum
 - o IPM faculty evaluations are reviewed by the director of IPM, department chair, and the associate dean for curriculum.

Non-reprisal

No person will be subjected to restraint, interference, coercion, or reprisal for filing a complaint, serving as a witness, or seeking information regarding the equal opportunity/affirmative action program of the University of South Carolina or for seeking information about remedies available to the requestor from external agencies.

Sanctions

Persons found to be in violation of the university's anti-discrimination or harassment policies will be subject to disciplinary action, which may include, but is not limited to, oral or written warnings, reprimands, suspension, transfer, demotion or separation from the institution, (to include revocation of tenure procedures if applicable).

Additional Contacts

Office for Student Affairs

Ombudsman

Director of Multicultural Affairs, UofSC School of Medicine Greenville

[UofSC Equal Opportunity Programs](#)

Related Information

UofSC School of Medicine Greenville Student Handbook

[UofSCSOMG – STAF 6.01 – Student Mistreatment](#)

[UofSC – EOP 1.00 Equal Opportunity and Affirmative Action](#)

[UofSC – EOP 1.01 Equal Opportunity Complaint Processing Procedures](#)

[UofSC – EOP 1.02 Sexual Harassment](#)

History

Date of Change	Change
April 2022	Updated policy identifier to reflect expanded scope and updated link to new Mistreatment form
July 2021	Based on feedback from LCME, expanded scope to include faculty and staff as well as expanded to cover all programs. Expanded mechanisms for reporting incidences of discrimination. Updated title of policy.
June 2020	Updated contact information for complaints of discrimination, added pregnancy, and updated UofSC policy reference
June 2019	Added gender identity and changed the title of the policy. Editorial changes made due to branding updates and titles.
May 2018	Policy formalized into standardized template, LCME CQI