



Policy & Procedure

<input checked="" type="checkbox"/>	Corporate	<input checked="" type="checkbox"/>	SLCH
<input checked="" type="checkbox"/>	GSRMC	<input checked="" type="checkbox"/>	SNLH
<input checked="" type="checkbox"/>	SAGH	<input checked="" type="checkbox"/>	SPCH

Page 1 of 1	Revision #:6
Owner: Human Resources	Authorized by: Vice President, Human Resources
Equal Employment Opportunity	

APPLICATION

All employees of Samaritan Health Services (SHS) and affiliated organizations.

POLICY

It is the policy of SHS to provide equal employment opportunities in accordance with applicable laws against discrimination. Applicants to, and employees of, SHS are protected under Federal, State, and local law from discrimination on the following bases: race, color, national origin, religion, disability (in accordance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act), age, sex (including pregnancy, sexual harassment, sexual orientation, gender and gender identity, and sex as it pertains to the determination of wages), family relationship (other than per the SHS Nepotism and Reporting Relationships Policy), veteran status, injured worker status, and the use of genetic information.

This policy prohibits retaliation against employees who file a complaint, participate in an investigation, or report observing discrimination or other unlawful employment practice.

PROCEDURE

DEFINITIONS:

1. None.

IMPLEMENTATION:

1. The Vice President of Human Resources is designated as the specific individual responsible for coordinating all issues relative to Equal Employment Opportunity (EEO). The duties and responsibilities under this function include, but are not limited to:
 - a. Analysis of annual EEO reports including any appropriate recommendations to administration.
 - b. Assisting employees and management with any complaints or problems relating to EEO matters.
 - c. Assisting with assurance of SHS compliance with any applicable Federal or State EEO regulations, including the monitoring of required statements to job applicants on employment application materials, and the posting of required laws and reporting methods to all employees on an annual basis, and as updates in law occur.
2. Management and supervisory personnel have the responsibility to immediately report all EEO complaints or problems to their Human Resources Director, Vice President of Human Resources, or CEO/designee.

REFERENCES

- SHS Harassment Free Workplace Policy.
- SHS Nepotism and Reporting Relationships Policy.

REVIEW/REVISION HISTORY

Dates Reviewed	04/01/88, 04/01/91, 03/01/93, 02/11/10, 01/02/12, 11/04/14, 7/9/15
----------------	--

Rev #	Date	Changed By	Revision Description
0-3	History	Human Resources	Historical Review Dates: est. 04/01/88, 04/01/91, 03/01/93, 02/11/10
4	09/18/12	S. Helms	Reviewed, put into new format
5	11/04/14	Human Resources	Reviewed, minor language revisions.
6	07/09/15	Human Resources	Reviewed, clarifying language added.