

GBMC

HUMAN RESOURCES POLICY

EQUAL EMPLOYMENT OPPORTUNITY

APPROVAL:

Signature on File

President & CEO

I. PURPOSE

To establish the policy, procedures and responsibilities for providing equal employment opportunity and fair treatment to job applicants and employees.

II. POLICY

It is the Greater Baltimore Medical Center's policy and philosophy to provide equal employment opportunities to qualified individuals regardless of race, creed, color, religion, national origin, sex or gender (including pregnancy), age, marital status, sexual orientation, gender identity, veteran status, disability, genetic information, or any other characteristic protected by federal, state or local law. GBMC will comply with all pertinent employment laws and regulations. This policy covers all aspects of the employment process, as well as training, promotion, transfer, termination, lay-off and recall of employees. Personnel actions, and all conditions and privileges of employment such as compensation, benefits, education, tuition assistance, and employee programs, will be administered without regard to any factors that are not job related.

The expectations set forth in this policy extend to the conduct of vendors, contractors, agency staff and others who conduct business with GBMC.

III. PROCEDURE

A. Posting of Notices

1. The Medical Center will post all governmentally-mandated official notices regarding EEO.
2. An EEO statement will appear on the employment application.
3. GBMC will ensure appropriate EEO language is included in employment advertising.

GBMC reserves the right to alter, amend, or edit all its policies at any time.

Nothing in this policy, or in the personnel policies, is intended, implied or otherwise, to be construed as a contract of employment for any duration. GBMC reserves the right to terminate employees based on the legitimate interests of the institution.

To the extent that a collective bargaining agreement or individual contract covering an employee's employment is inconsistent with this policy, the collective bargaining agreement or contract takes precedence.

Prior to taking corrective action, the circumstances surrounding the employee's action or inaction will be evaluated in accordance with our just culture philosophy.

Date Posted on Web: 02/26/03

Responsible for Review: Vice President of Human Resources

Date: 12/30/96
12/31/99
02/21/03
05/01/11
09/30/13