INTRODUCTION

To ensure both safe and efficient operations, The Belanger School of Nursing requires all of its students to display common courtesy toward their faculty, staff and fellow students and engage in safe and appropriate behavior at all times. Any involvement in incidents of physical violence or horseplay is considered dangerous and unacceptable behavior that violates this standard of appropriate behavior in the workplace and academic setting.

PURPOSE OF POLICY

A. Define Prohibited Conduct

B. Outline Report Process

C. Define Responsibilities of Students (and for Faculty and Staff see Ellis Medicine’s Employee Policy #3456).

SCOPE

It is the policy of The Belanger School of Nursing not to allow acts of violence committed by or against students and employees. Everyone is expected to behave in a civil, courteous manner at all times. Prohibited conduct, whether verbal or physical, is not allowed. The Belanger School of Nursing and Ellis Medicine strictly prohibit students, faculty and staff from making threats or engaging in violent acts. This is a zero-tolerance policy.

DEFINITION OF TERMS

A. Prohibited conduct includes, but is not limited to:

   1. Injuring another person physically;

   2. Engaging in behavior that creates a reasonable fear of injury in another person;
3. Engaging in behavior that subjects another individual to extreme emotional distress;
   a. Verbal comments which are personal, irrelevant or go beyond the bounds of fair
      and constructive comments
   
   b. Non-constructive criticism made in such a way as to intimidate, undermine
      confidence, belittles, or implies stupidity or incompetence.
   c. Abusive or intimidating treatment of others, including the use of abusive or
demeaning terms and unnecessary sarcasm or cynicism.
4. Raised voice or yelling or shouting in a hostile manner or profanity and disrespectful
   language.
5. Bullying, intimidating, insulting, aggressive, or assaulting behavior.
6. Possessing, brandishing, or using a weapon while on Ellis Medicine/The Belanger School
   of Nursing property;
7. Damaging property intentionally;
8. Threatening to injure an individual or damage property; and
9. Committing injurious acts motivated by, or related to, domestic violence or sexual
   harassment.

B. Code of Conduct expectations: All faculty, staff and students are expected to behave according to
the Ellis Medicine Code of Conduct and the MEE Standards and Behaviors, available through the
Ellis Medicine intranet.

PROCEDURES

A. The Director of The Belanger School of Nursing along with Security and Human Resources
Departments shall be responsible for conducting immediate investigations of any reported violence,
harassment, or threats committed on The Belanger School of Nursing Campus and Ellis Medicine
property or against its students and employees. The Director may initiate a timely warning
notification should the situation require so.

B. All students who commit violent acts or who otherwise violate this policy are subject to corrective
action or discipline, up to and including dismissal from the program. Factors that shall be taken into
consideration during the investigation process include, but are not limited to:

1) Was the student provoked?
2) Was the student fighting in self-defense?
3) Were weapons involved?
4) Did the incident result in or create a significant risk of serious personal injury?
5) Does the incident indicate that the employee has violent tendencies, or was it a single instance of atypical behavior?
6) Were the students involved equally culpable?
7) What effect did the incident have on others?

C. Ellis Medicine will seek the prosecution of all of those who engage in violence on its property or against its students and employees.

D. Students have a responsibility to report any acts of violence against them, suspicious activities or unauthorized persons on Ellis Medicine property, or of any threatening situations. All information will be held in a confidential manner without fear of retaliation. Students should report any such incidents to The Director of The Belanger School of Nursing or any CSA who work with the Security & Human Resources Departments as needed. An Occurrence Report shall be generated.

E. The Human Resources Department and the Security Department shall maintain records of all threats or incidents of violence committed against students. Access to such records shall be on a need-to-know basis only. Security will maintain these records by way of Occurrence Report Systems and update with ongoing information.

F. Workplace violence may be caused by personal issues such as substance abuse, family violence, financial problems, and stress. The Belanger School and Nursing and Ellis Medicine offers students’ access to counseling and referral services through an employee assistance program monitored by the Employee Student Health Service. By referring students to an employee assistance program, The Belanger School and Nursing/Ellis Medicine may be able to help address problems that could contribute to violent or threatening behavior.

G. The Belanger School and Nursing and Ellis Medicine shall provide support for students subjected to workplace violence. Students who are subject to incidents of violence in the workplace may have to deal with a variety of medical, psychological, and legal consequences. The Belanger School and Nursing and Ellis Medicine shall accommodate victims of workplace violence by:

1) Referring victims to appropriate community resources, starting with local law enforcement when appropriate, counseling services, victim advocacy groups, legal aid, and domestic violence shelters;

2) Offering, connecting, and cooperating with law enforcement personnel in the investigation of the crime and the prosecution of the offender.

3) The school will provide safety training and identify safety opportunities.

EXHIBITS
REFERENCES

A. Americans with Disabilities Act

B. Occupational Safety and Health Act

ORIGINAL IMPLEMENTATION DATE: 12/15
REVIEW DATE: 12/17, 12/19, 12/21
REVISED DATE: 12/19

REVIEWED BY:

Title IX Coordinator
Director of the Belanger School of Nursing
Belanger School of Nursing Faculty