



Origination 08/2015
 Last Approved 01/2023
 Effective 01/2023
 Last Revised 01/2023
 Next Review 01/2026

Owner Josephine Solow:
 Sr HR Policy Analyst
 Policy Area Human Resources
 Applicability UNCHCS - CAL,CHA,JOH,MC,PN,REX,ROO

Equal Employment Opportunity and Affirmative Action (EEO/AA)

APPLICABILITY:

This policy applies to the following entities (collectively referred to as "UNC Health" in this policy):

✓ UNC Health Care System / UNC Medical Center*	✓ Johnston Health
✓ UNC Physicians Network	Lenoir Memorial Hospital
✓ UNC Physicians Network Group Practices / UNC Physicians Group Practices II	Margaret R. Pardee Memorial Hospital
✓ Rex Healthcare / Rex Hospital	Nash Healthcare System/Nash Hospitals
✓ Chatham Hospital	Wayne Memorial Hospital
✓ Caldwell Memorial Hospital	
✓ UNC Rockingham Health Care / UNC Rockingham Hospital	

*UNC Medical Center includes all UNC Hospitals' facilities and the clinical patient care programs of the School of Medicine of UNC-Chapel Hill (including UNC Faculty Physicians).

I. Description

UNC Health is committed to valuing all people throughout our organization, regardless of background, lifestyle, and culture. A diverse and inclusive work environment for teammates and culturally appropriate care for our patients, are essential to fulfilling our UNC Health vision of improving the health of all North Carolinians.

UNC Health is an Equal Employment Opportunity (EEO) and Affirmative Action (AA) Employer. Discrimination, harassment, intimidation and other inappropriate conduct is strictly prohibited and will not be tolerated by or against teammates, patients, applicants, suppliers, contractors or others who conduct business with or interact with UNC Health.

This policy applies to conduct at all UNC Health locations and workplaces and while engaging in work-related activities outside of the workplace, such as social events and communications

Where any entity or departmental policies are in conflict with the system policy, then the system policy will prevail.

II. Policy

All teammates, including managers, supervisors and those in non-supervisory positions, are required to support [UNC Health's Equal Employment Opportunity and Affirmative Action Policy Statement](#) and to prevent harassment, intimidation, threats, coercion or discrimination.

A. Equal Employment Opportunity (EEO)

Employment decisions at UNC Health are based on legitimate job-related criteria and the qualifications, skills and experience of individuals. UNC Health is an equal opportunity and affirmative action employer, as such it is the policy of UNC Health to take proactive steps toward equal employment and nondiscrimination with regard to any employment practices, including but not limited to: recruitment, advertising, job application procedures, hiring, upgrading, demoting, selection for training, including apprenticeship, promotion, transfer, termination, layoff, rate of pay or other forms of compensation, job assignments, benefits, and/or other terms, conditions, or privileges of employment, provided the individual is qualified, with or without reasonable accommodations, to perform the essential functions of the job.

UNC Health does not discriminate in employment nor allow the discrimination or harassment, intimidation, threats, or coercion of teammates or applicants on the basis of an individual's own Protected Characteristics (or association, affiliation or perceived affiliation with a member of any of the characteristics protected by law), and offers equal employment opportunities to applicants and teammates without regard to the following Protected Characteristics:

Protected Characteristics

<ul style="list-style-type: none">• Ethnicity• Race and Traits Historically Associated with Race• Hair/Hairstyle• Color• Religion• Creed	<ul style="list-style-type: none">• Sexual and Reproductive Health Decisions• Marital Status• Age• Genetic Information• Ancestry• Physical or Mental Disability
---	--

<ul style="list-style-type: none"> • National Origin • Nationality • Citizenship Status • Sex • Pregnancy (including childbirth, lactation and related medical conditions) • Sexual Orientation • Gender Identity or Expression • Familial or Caregiver Status 	<ul style="list-style-type: none"> • Medical Condition • Political Affiliation • Military Status • National Guard or Veteran Status, or Protected Veteran Status • Unemployment Status • Status as a Victim of Domestic Violence • Any other characteristic protected by law with regard to any employment practices
--	---

UNC Health does not and will not maintain or provide for its teammates any segregated facilities at any of our locations. Additionally, teammates can use the bathroom, locker room, and/or shower that corresponds with their gender identity.

NOTE: Teammates and applicants are encouraged to voluntarily disclose self-identify or edit their sex, ethnicity, race, national origin, disability and protected veteran status at any time. Such information will be maintained in a confidential manner and will not be used against an individual when making any employment decisions. See [How to Edit Your Self-Identified Demographic Information](#).

B. Reasonable Accommodations

UNC Health will provide reasonable accommodations to the known physical or mental limitations of an otherwise qualified applicant or teammate to promote the employment of qualified individuals with disabilities and disabled veterans unless such accommodations would pose an undue hardship on the operations of UNC Health’s business.

Teammates with disabilities and disabled veterans are encouraged to request a reasonable accommodation to perform a job for which they are otherwise qualified. Teammates can make reasonable accommodation requests via the [myHR Portal](#) or by informing their supervisor, Human Resources Partner or Employee Relations.

Applicants with disabilities or applicants who are disabled veterans are invited to request a reasonable accommodation with respect to the job application process. Applicants can make reasonable accommodation requests with respect to the application process by emailing applicant.accommodations@unchealth.unc.edu or informing their recruiter.

Additionally reasonable accommodations are also made for a teammate’s or applicant’s pregnancy (including childbirth, lactation, and related medical conditions). (See the [Reasonable Accommodation / ADA](#) policy for additional details.)

UNC Health will provide reasonable religious and/or ethical accommodations, unless such accommodations would pose an undue hardship. (See [Religious and Ethical Accommodations in the Workplace](#) policy)

C. Discrimination and Harassment Prevention

UNC Health strives to maintain a workplace that is free from discrimination, harassment and intimidation. Discrimination, intimidation or harassment* of any kind (whether overt or covert, intentional or unintentional) in the workplace on the basis of any of the [Protected Characteristics](#) listed above is a violation of UNC Health's policy and will not be tolerated.

*See the [Harassment-Free Workplace](#) and [Disruptive and Inappropriate Health Care Team Member Behavior](#) policies for additional details.

All UNC Health teammates who believe that they have been the subject of discrimination or harassment or who believe they have witnessed unlawful discrimination or harassment must immediately contact their supervisor, [Human Resources](#), or the [Compliance Hotline](#) (800) 362-2921. Incidents reported via the Compliance Hotline may be raised anonymously, however teammates are encouraged to provide sufficient information to permit an investigation as well as contact information to allow for follow-up.

Supervisors who are notified of a complaint must immediately contact [Human Resources](#).

UNC Health will conduct an impartial investigation of any allegations and if applicable, appropriate corrective action against the perpetrator up to and including termination of employment will be taken.

D. Retaliation

Retaliation against any teammate or applicant who reports or makes a charge of perceived discrimination, harassment or other behavior prohibited by this policy or who participates in any manner in an investigation or proceeding, is prohibited and will not be tolerated.

Teammates and applicants will not be subjected to harassment, intimidation, threats, coercion, or discrimination because they have engaged in, or may have engaged in, filing a complaint, assisting or participating in an investigation, compliance review or hearing, Opposing any act or practice made unlawful by, or other activity related to, the administration of Section 503 of the Rehabilitation Act of 1973, the Vietnam Era Veterans' Readjustment Assistance Act of 1974, Executive Order 11246, all as amended, and/or any other federal, state, or local law or regulation regarding equal employment opportunity, opposing any act or practice made unlawful, or exercising any other right protected by such laws or regulations.

All UNC Health teammates who believe that they have been the subject of retaliation or who believe they have witnessed retaliation must immediately contact their supervisor, [Human Resources](#), or the [Compliance Hotline](#) (800) 362-2921. Incidents reported via the Compliance Hotline may be raised anonymously, however teammates are encouraged to provide sufficient information to permit an investigation as well as contact information to allow for follow-up.

E. Pay Transparency

In accordance with the [Pay Transparency Nondiscrimination Provision](#), UNC Health will not

discharge or in any other manner discriminate against teammates or applicants because they have inquired about, discussed, or disclosed their own pay or the pay of another teammate or applicant. However, teammates who have access to the compensation information of other teammates or applicants as a part of their essential job functions cannot disclose the pay of other teammates or applicants to individuals who do not otherwise have access to compensation information, unless the disclosure is (a) in response to a formal complaint or charge, (b) in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or (c) consistent with UNC Health’s legal duty to furnish information.

F. Training

A variety of training tools and workshops designed to promote a workplace free of discrimination and harassment are available for teammates and supervisors on the Learning Management System (LMS).

III. Related Policies

- A. [Appeal Process](#) (NC Health)
- B. [Disruptive and Inappropriate Health Care Team Member Behavior](#)
- C. [Grievance Resolution](#) (UNC Medical Center)
- D. [Harassment-Free Workplace](#)
- E. [Lactation Support](#)
- F. [Reasonable Accommodation / ADA](#)
- G. [Religious and Ethical Accommodations in the Workplace](#)
- H. [Use of Preferred First Names and Pronouns](#)

Approval Signatures

Step Description	Approver	Date
	Scott Doak: Chief Human Resources Officer	01/2023
SYSTEM Site Administrator	Emilie Hendee: HCS Attorney Sr	01/2023
	Josephine Solow: Sr HR Policy Analyst	01/2023