

	MOREHOUSE SCHOOL OF MEDICINE HUMAN RESOURCES POLICY AND PROCEDURE MANUAL	POLICY NUMBER	HR 9.07
		EFFECTIVE DATE	12-1-2015
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	<u>SUBJECT</u> CONSENSUAL RELATIONSHIPS POLICY	SUPERSEDES	

PURPOSE

Morehouse School of Medicine seeks to avoid misunderstandings, actual or potential conflicts of interest, complaints of favoritism, claims of sexual harassment, and the employee morale problems that can potentially result from romantic relationships involving employees of authority in the workplace. Most of all, this policy seeks to help ensure that each member of the MSM community is treated with dignity and without regard to any factors that are not relevant to that person's work.

APPLICABILITY

This policy applies to all faculty and staff employees.

POLICY

Employees are encouraged to socialize and develop professional relationships in the workplace provided that these relationships do not interfere with the work performance of either individual or with the effective functioning of the workplace. Employees who engage in personal relationship (including romantic and sexual relationships) should be aware of their professional responsibilities and are responsible for assuring that the relationship does not raise concerns about favoritism, bias, ethics and conflicts of interest. In cases of doubt, advice and counsel should be sought from the Department of Human Resources.

Employees with responsibility over other employees must recognize and respect the ethical and professional boundaries that must exist in all situations. Except in unusual circumstances, where explicit authorization has been obtained from the appropriate Executive leader in consultation with Human Resources, no one who is employed at Morehouse School of Medicine should participate in supervision, employment actions, evaluation, decisions pertaining to promotion, the direct setting of salary or wages for someone employed at MSM with whom that person has or has had a consensual relationship.

GUIDELINES

The provisions of this policy are primarily to be instructive and corrective. In addition, there is no intent either to intrude on the privacy of members of the MSM Community or to interfere in appropriate mentoring relationships. Employees should also refer to the [Nepotism Policy](#) in relation to employment and supervision of relatives to ensure appropriate arrangements are in place to allow for objective decision making.

- A.** Managers have a responsibility to avoid supervision of a romantic partner and should allow for another manager preferably senior to that manager to be identified to supervise the subordinate.
- B.** All parties are expected to cooperate in actions taken to eliminate any actual or potential conflicts of interest and to mitigate adverse effects on third parties.
- C.** When a consensual romantic relationship exists between a supervisor and his or her employee, the supervisor has the responsibility to disclose the relationship to his or her supervisor or that supervisor's supervisor. At the time of disclosure, arrangements should be made in consultation with Human Resources to document and eliminate consequences.

Faculty, Residents, and Students should also refer to their respective handbook to further understand the expectations of them and policies associated with consensual relationships. In general, consensual sexual relationships involving students are prohibited. When relationships develop into situations that may be viewed as harassment or discrimination, employees and students should refer to the [Sex/Gender Nondiscrimination and Sexual Harassment Policy](#). If questions or concerns arise regarding potential harassment and discrimination or if a violation of this policy has occurred, notification should be provided to the School's Title IX Coordinator/Deputy Title IX Coordinator.