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| <b>TriMED HealthCare, LLC</b><br><b>Policies and Procedures</b> | <br><b>TriMED</b><br>HealthCare, LLC |
| <b>Section 4: Human Resources</b>                               |   |
| <b>Policy Title: Human Rights –Non Discrimination Policy</b>    | <b>Policy Number: 4.90</b>  |
|   | <b>Effective Date:</b>  |
|   | <b>Revision Date:</b>   |
|   | <b>Approved By:</b>   |
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**PURPOSE**

TriMED HealthCare, LLC shall treat all persons as human beings and shall respect their human dignity.

**POLICY**

TriMED HealthCare, LLC shall develop and maintain policies, procedures and standards which comply with all legislation that pertains to human rights and shall provide an environment that is **free of harassment and discrimination. Under its non-discrimination policy TriMED will ensure that services are provided, referrals are made, and employment actions are made without regard to race, sex, color, national origin, ancestry, religious creed, handicap, or age, posted conspicuously in the agency?** TriMED HealthCare, LLC, Inc. does not discriminate on the basis of race, nationality, language, sex and religion in providing home health care service. Our open admission policy will not deny anyone with contagious disease which include but is not limited to AIDS, MRSA and Hepatitis B. We will not decline admission or limit services due to severity of medical condition, membership in or affiliation with a religious or fraternal group, location of services or facilities lacking handicap access. We will provide the necessary assistance to patients with sensory or speech impairments prior to obtaining their consent for treatment.

**DEFINITIONS**

1. Human Rights  
 Human rights are those basic standards without which people cannot live in dignity. To violate someone’s human rights is to treat that person as though he or she were not a human being. To advocate human rights is to demand that the human dignity of all people be respected.

**PROCEDURES**

1. Employees/clients/families shall be monitored for illegal practices pertaining to:
  - a. race or religion;
  - b. gender or age;
  - c. color or ethnic origin;
  - d. ancestry, place or origin or citizenship;
  - e. sexual orientation;
  - f. record of offences;
  - g. marital or family status;



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- h. physical, mental or social challenges; and/or,
  - i. medical history or condition(s).
2. There shall be no harassment of employees/clients/families based on:
    - a. race or religion;
    - b. gender or age;
    - c. color or ethnic origin;
    - d. ancestry, place or origin or citizenship;
    - e. sexual orientation;
    - f. record of offences;
    - g. marital or family status;
    - h. physical, mental or social challenges; and/or,
    - i. medical history or condition(s).
  3. Everything possible shall be done to provide an environment free of harassment and discrimination.
  4. Quick and appropriate reaction to complaints will be initiated in order to enhance the chances of a quick resolution.
  5. Harassments, which are sexual in nature, shall follow the company’s policy on sexual harassment.

**GUIDELINES**

1. The company shall ensure that all personnel and clients/families are educated about the principles contained in the relevant human rights legislation through:
  - b. the provision of information about human rights as part of the orientation process;
  - c. the provision of a handout and verbal explanation to clients about their rights and responsibilities during the initial contact;
  - d. the development of a process for investigating individual complaints of discrimination and harassment which includes plans for corrective action;
  - e. the development of a process for monitoring complaints and corrective actions to identify problems, solutions and tendencies; and,
  - f. the provision of regular review and upgrading to personnel and clients/families about the principles, goals and application of human rights legislation.

**REFERENCES**

1. Bureau of Democracy, Human Rights and Labor
2. Equal Opportunity Employment Commission
3. U.S. Human Rights Policy: Web Links



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