



Albert Einstein College of Medicine

Workplace Romance and Fraternization Policy

I. Purpose

Albert Einstein College of Medicine (“Einstein”) is committed to creating and maintaining an environment in which learning and working can take place in an atmosphere of professionalism and mutual respect. Einstein recognizes that certain relationships and conduct in the educational setting have the potential to compromise, or appear to compromise, the fairness and objectivity of educational decisions and the discharge of other professional duties. Romantic relationships and/or sexual conduct that occur in the context of educating, supervising, evaluating or mentoring students can be disruptive to the educational environment. Similarly, Einstein’s mission is promoted by professionalism in all relationships and conduct between supervisors and employees. Einstein recognizes the potential for a conflict of interest when a romantic relationship and/or sexual conduct occurs between a supervisor and his or her employee. As a result, Einstein has adopted this policy to ensure that such relationships and conduct do not hinder the fulfillment of Einstein’s mission.

II. Scope

This policy applies to all Einstein employees and students.

III. Policy

A. Students

The integrity of the educator-student relationship is the foundation of Einstein’s educational mission. These relationships vest considerable trust in the educators who educate, supervise, evaluate and mentor students. Given the inequality in such relationships, it is imperative that the integrity of the educational process not be jeopardized by creating a conflict of interest or impairing the learning environment for the student involved in the relationship, as well as for other students. Accordingly, all Educators are prohibited from pursuing or engaging in a romantic relationship and/or sexual conduct with any student over whom the educator currently has, or may reasonably expect to have, educational, supervisory, academic or mentoring responsibilities.

If any of these prohibited relationships or conduct exists, it must be immediately disclosed to Einstein by both parties by notifying in writing the Executive Dean and the Vice President for Human Resources, who is Einstein’s Title IX Coordinator. Furthermore, both parties should cooperate in making alternative educational, supervisory, academic or mentoring arrangements necessary to protect the student against academic, professional or financial hardship.

B. Employees

Romantic relationships and/or sexual conduct between supervisors and their employees is also prohibited. Einstein recognizes the potential for a conflict of interest when a romantic relationship and/or sexual conduct occurs between a supervisor and his or her employee. Such relationships and/or conduct can interfere with a supervisor's ability to evaluate an employee or may give rise to the perception that the supervisor's evaluation is biased. These relationships and/or conduct also have the inherent potential to create an uncomfortable or hostile work environment for those involved in the relationship and/or conduct as well as other employees who are aware of the relationship and/or conduct. If such relationships or conduct exists, the supervisor must immediately disclose the existence of the relationship and/or conduct to Einstein's Vice President for Human Resources so that Einstein may assess if the conflict of interest can be eliminated through transfer of either the supervisor or employee, reassigning the responsibility to evaluate the employee to a different supervisor, or other appropriate action.

C. Exceptions

Exceptions to this policy (such as in the case of a marital relationship) will be considered on a case-by-case basis by Einstein's Executive Dean and Vice President for Human Resources. A request for an exception must be made in writing by both parties.

D. Reporting and Violations of this Policy

Any student with questions about this policy is advised to consult with Einstein's Title IX Coordinator. In addition, a student may lodge a complaint regarding an alleged violation of this policy with Einstein's Title IX Coordinator.

All other individuals may contact Einstein's Vice President for Human Resources with questions about this policy or to lodge a complaint regarding an alleged violation of this policy.

Violations of this policy will be dealt with in accordance with the disciplinary procedures contained in the relevant handbooks, policies, and procedures.

E. Contact Information

Edward R. Burns, MD, Executive Dean (718) 430-4106

Yvonne Ramirez, VP for Human Resources (718) 430-2541

IV. Definitions

"Educators" refer to faculty, staff, administrators and any other members of the Einstein community who educate, supervise, evaluate or mentor students.

"Students" refer to those enrolled in any and all educational and training programs at Einstein and its affiliated schools.

“Supervisor” refers to someone who has professional authority over another, either directly or through a chain of command at Einstein. For purposes of this policy, supervising an employee, includes, without limitation, hiring, evaluating, assigning work, or making decisions or recommendations that confer benefits such as promotions, raises or other remuneration, or performing any other function that might affect employment opportunities.

V. Effective Date

Effective as of: 26 May 2016.

VI. Policy Management and Responsibilities

Einstein’s Human Resources department is the Responsible Office under this Policy. Einstein’s Associate Dean for Finance and Administration is the Responsible Executive, and Einstein’s Vice President for Human Resources and Diversity is the Responsible Officer for the management of this policy.

VII. Approved (or Revised)

	
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Responsible Executive	Date
Jed M. Shivers	
Associate Dean for Finance and Administration	