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SLUCare*

Workplace Violence Prevention Policy



Workplace Violence Prevention Policy

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Responsible University Official: Vice President, Human Resources/Mickey Luna

Policy Owner: Vice President, Human Resources/Mickey Luna

Policy Contact: Vice President, Human Resources/Mickey Luna

1.0 Reason for Policy

Saint Louis University is committed to promoting and maintaining a safe and secure environment for its faculty, staff, students, patients, and visitors.

2.0 Policy Statement

Saint Louis University is committed to providing a safe work environment. The University does not tolerate behavior, whether direct or through the use of University facilities, technology, property, or other resources, that is violent; threatens violence; harasses, or intimidates others; interferes with an individual's legal rights of movement or expression or; disrupts the workplace, academic environment, or the University's ability to provide service to the public. The University also prohibits veiled threats (a threat that strongly implies but does not specifically cause violence) and/or conditional threats (a threat that states an act of violence may occur unless a specific demand is met).

Coordination with Other University Policies:

Action taken in response to acts of violence or threats of acts of violence that occur between individuals who are involved or have been involved in a romantic, sexual, dating, spousal, domestic, or other intimate relationship, including sexual assault, stalking, and abusive behavior, will be governed under the University's *Sexual Misconduct* and *Harassment Policies*, as appropriate. (Links to these policies found below.)

3.0 Scope

This policy applies to all operating units of Saint Louis University and Saint Louis University-Madrid including all faculty, staff, and other workforce members not otherwise covered.

This policy applies to the conduct of an employee while functioning in the course and scope of employment, whether on or off-campus, and to any off-duty violent conduct that adversely impacts a University employee's ability to perform his or her assigned duties and responsibilities, or compromises the University's capacity to maintain a safe environment.

4.0 Procedures

Employees have a responsibility to report all acts of violence and threats of violence. Anyone who believes that he or she is a victim of threatening or violent conduct in the workplace, or who observes such behavior or believes a credible threat of such behavior exists, should immediately report the conduct to the authorities listed below, and they will direct next steps accordingly. Those who make such reports in good faith will be protected from any retaliatory employment actions. The University will apply the reasonable person standard in determining if behavior is a violation of this policy.

Emergency and Imminent Threats: An urgent threat is when there is actual violent behavior, or when it appears that violent behavior is likely to take place, such as a verbal altercation that appears to be escalating. Please call 911 immediately. Also, notify Saint Louis University DPS (314-977-3000).

Non-Emergency Threats: An emerging or potential threat is one when you believe a situation has the potential for becoming violent over time because the individual(s) involved exhibits violence warning signs such as negative changes in mood or behavior. Such behavior includes:

- Discussing weapons or bringing them to the workplace;
- Displaying overt signs of extreme stress, resentment, hostility, or anger;
- Making threatening remarks;
- Sudden or significant deterioration of performance; and
- Displaying irrational or inappropriate behavior

Madrid Campus

Emergency and Imminent Threats: Please call 012 immediately. Also, notify the Madrid Campus Emergency number at +34 638763758.

Non-Emergency Threats: Please notify the Madrid Campus Emergency number at +34 638763758. Should another university official need to be contacted or notified, the Madrid Campus Emergency officer will take care of this. Should you need to file a formal report, you will be guided accordingly.

SLUCare

SLUCare maintains [procedures](#) for Workplace Violence Prevention for SLUCare facilities.

To make a report, please notify one of the following:

Saint Louis University DPS (314-977-3000)

A supervisor/manager

Human Resources (314-977-5847) or contact your HR Consultant directly

Office of Institutional Equity and Diversity

Office of Student Responsibility & Community Standards

Dean's Office in your college/school

Resident Advisor or Residence Hall Coordinator

[SLU Integrity Hotline](#) 1-877-525-5669

5.0 Sanctions

Individuals who fail to comply with this policy and the procedures associated with it may be subject to disciplinary actions guided by the University's *Staff Performance Management Policy*, except where otherwise provided for employees covered by a collective bargaining agreement, *SLU Faculty Manual (St. Louis Campus)*, or *Code of Professional Conduct for Residents & Fellows*. Non-compliance with this policy may result in disciplinary action, up to and including separation from the University.

6.0 Responsibilities

All Individuals: The collective involvement of every member of the University community is essential. While the University does not expect employees to be skilled at identifying potentially dangerous persons, employees are expected to exercise good judgment and to inform the Department of Public Safety, Human Resources, or other reporting contact included above, if any employee exhibits behavior which would result in a potentially dangerous situation.

7.0 References

University Policies Including But Not Limited To:

[Appropriate Use policy](#)

Harassment Policy

Non-retaliation Policy

[Sexual Misconduct Policy](#)

[SLU Faculty Manual \(St. Louis Campus\)](#)

[Staff Performance Management Policy](#)

[Weapons Policy](#)

University Resources Including But Not Limited to:

[Saint Louis University Department of Public Safety](#)

[Student Health Center](#) – Marchetti Towers East, (314) 977-2323

[University Counseling Center](#) – 3711 West Pine Mall, Wuller Hall, 2nd Floor, (314) 977-8255 (24-hour line)

The [University's Employee Assistance Program \(EAP\)](#), (800) 859-9319

8.0 Definitions

Reasonable: In determining whether something is reasonable for purposes of this policy, the University will review the behavior on an objective and subjective basis, meaning, for example, that it will review whether the person that is being subjected to the behavior is experiencing a certain fear or threat and whether a reasonable, similarly situated person who would also be experiencing fear or a threat.

Stalking is behavior in which a person repeatedly engages in unwanted conduct directed at another specific person [or persons], that places that person or persons in reasonable fear of their safety or the safety of others. Stalking encompasses the use of technology to commit this behavior.

Threat is any physical, written, or verbal conduct, whether direct, indirect or conditional, that conveys intent or is reasonably perceived to convey intent to cause physical harm to property or someone or to place someone in fear of his or her safety or the safety of others. Threat encompasses the use of technology to commit this behavior.

Violent Behavior involves physically aggressive acts against a person or persons or a physical action intended to damage property.

9.0 History

This is a new policy and this policy replaces all previous University policies on workplace violence prevention.

Attachments:

Approval Signatures

| Approver | Date |
|----------------|------------|
| Michael Reeves | pending |
| Michael Reeves | 11/21/2019 |
| Michael Luna | 11/12/2019 |
| Michael Reeves | 11/12/2019 |

Applicability

SLUCare, Saint Louis University