

Pilot Project (July 2023): ORE for PGME

Process for Assessment of Reports of Mistreatment in the Learning Environment

1. Learner submits report to the Office for Respectful Learning Environments (ORE).
2. Coordinator of ORE responds within 72 hours and recommends Consultation with the Director of the ORE or ORE Advisor.
3. Consultation meeting of learner and Director of the ORE or ORE Advisor for initial review and to explore next steps which may take one or more of the following pathways:
 - a. The consultation may provide relevant information for the learner and lead to guidance, support, referral to other resources, referral to academic head or to PGME for review of assessments. The learner's identity can remain confidential though not anonymous to ORE.
 - b. If the report from the learner refers to sexual harassment the matter will be referred to the University Office for Sexual Violence Response, Support and Education (OSVRSE), via the Office of Mediation and Reporting.
 - c. If the report from the learner is considered by the Director of the ORE or ORE Advisor following consultation with the learner to be an isolated instance of microaggression that is likely to be resolved by a process of communication and mediation, the Director of the ORE or ORE Advisor will contact the Chair of the Department and proceed to a meeting with the faculty teacher named in the report. Resolution may include mediation by the Director of the ORE or ORE Advisor and may lead to an apology, specific undertakings by the teacher and/or learner; and may involve a direct meeting between the teacher and learner. The identity of the learner may remain confidential if no direct meeting takes place. Concerns involving other professionals or staff in the clinical setting may require consultation with hospital or other administrative personnel.
 - d. If the report from the learner is considered by the Director of the ORE or ORE Advisor following consultation with the learner to involve harassment with serious career threats, repeated instances of harassment of the learner and mediation has failed to achieve resolution, then the Director of the ORE or ORE Advisor may choose to proceed to a process of inquiry or formal complaint. In addition, if the Director of the ORE or ORE Advisor discovers in a review of the ORE files that misconduct by the teacher is noted in multiple previous reports, then the process may move directly to a formal inquiry.
 - e. The formal inquiry process provides an opportunity for the teacher to present a detailed response to a written report from the learner when resolution by mediation has not been achieved.
 - i. Requires a written report from the learner.
 - ii. Cannot be anonymous.

- iii. Report is sent to the teacher for comments and an appropriate summary is shared with the learner by the Director of the ORE or ORE Advisor in an attempt to achieve resolution.
- iv. If resolution is not achieved, the Director of the ORE or ORE Advisor sets up a Committee of Investigation.
- v. Three member panel of two independent faculty members and one senior learner, all of whom are trained in the process and agree to strict confidentiality.
- vi. Conduct hearing of learner and teacher (and Advisors), receive witnesses, examine evidence.
- vii. Report of Committee of Investigation is prepared with findings, assessments, and recommendations.
- viii. Report and comments are sent to Vice Dean for Academic Affairs who institutes appropriate actions, including remediation and sanctions.
- ix. The Chair of the Department will receive a copy of the Report and decision of the Vice Dean Academic Affairs.
- x. Respondent or Complainant may appeal to Dean only for bias or procedural error.

4. Anonymous reports

- a. Anonymous reports help identify patterns but cannot be used for engaged process with Complainant. Can lead to engagement with teacher and to formal complaint if egregious and/or repetitive.

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