

# STATE BOARD OF PSYCHOLOGY of OHIO POLICY AND PROCEDURE MANUAL

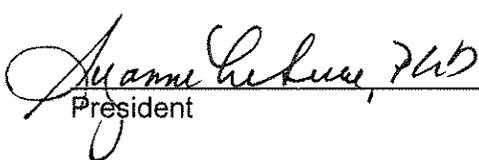
## SECTION 10: ADMINISTRATIVE POLICIES AND PROCEDURES

### POLICY 10.12: WORKPLACE DOMESTIC VIOLENCE POLICY

PRIOR DATE EFFECTIVE: JULY 10, 2008

AMENDED AND EFFECTIVE: APRIL 29, 2013

REVIEWED AND APPROVED:

 Suzanne LeBue, PhD President	<u>7/15/13</u> Date	 Executive Director	<u>5/8/13</u> Date
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**REFERENCES:** Executive Order of Governor John Kasich 2011-04K; The Barbara Warner Domestic Violence Policy; meeting minutes April 29-30, 2013

### Policy Statement

It is the policy of the State Board of Psychology to promote the health and safety of its employees and to make efforts to end domestic violence and to reduce or modify its effect in the workplace. The Board shall comply with Executive Order 2008-08S in all respects, the text of which is included herein as an attachment.

In order to facilitate healthy working environments that are free from abusive behaviors, Governor Strickland ordered on April 16, 2008 the establishment of the Barbara Warner Workplace Domestic Violence Policy ("Workplace Domestic Violence Policy"), to honor the memory of Barbara Warner, an employee of the Ohio Department of Health who was a victim of domestic violence and was ultimately murdered by her husband in 1997, and to assist with eliminating violence by or against State employees in the workplace, on State time, and on State property.

### Procedures

This Workplace Domestic Violence Policy will provide guidance for management and employees in an effort to address and reduce the occurrence of domestic violence and its impact on the workplace. Under this policy, the State Board of Psychology will:

- a. Maintain, publish, and post a list of resources for survivors and perpetrators of domestic violence.

- b. Within established personnel policies, give due consideration and accommodation to employees who are victims or survivors of domestic violence by:
  - i. Modifying their work duties, assignments, or work sites when the perpetrator and victim are employed at the same work site;
  - ii. Granting leave requests if an employee needs to be absent from work due to current or past domestic violence;
  - iii. Working collaboratively with the Ohio Employee Assistance Program when considering corrective actions related to the job performance of a victim of domestic violence.
- c. To the extent permitted under established personnel policies, refer an employee who is a perpetrator of domestic violence to the Ohio Employee Assistance Program for services and/or short-term counseling.
- d. Take necessary corrective action, up to and including termination, and contact appropriate law enforcement personnel regarding employees who commit acts or threats of domestic violence while on State property, conducting State business at a State-sponsored event, or when using State resources.
- e. Not discriminate, penalize, or discipline a state employee, solely for acts resulting from being a victim or survivor of domestic violence.
- f. Respect the confidentiality and autonomy of the reporting employee and the victim or survivor, by informing others about facts associated with the domestic violence incident only to the extent necessary to protect safety or comply with the law and/or applicable collective bargaining agreements. Whenever practicable, advance notice will be given to the reporting employee if the State Agency needs to inform others about the domestic violence situation.