



Martin Luther King, Jr.
OUTPATIENT CENTER

POLICY AND PROCEDURE

DIVISION: ADMINISTRATION	NUMBER: 04-028
SUBJECT: STAFFING REQUIREMENTS: PLANNING AND REPORTING	
SECTION: HUMAN RESOURCES	PAGE: 1 OF: 2
REVIEWED BY: HR ADMINISTRATOR AND PROCEDURE & POLICY COMMITTEE	EFFECTIVE DATE: 02/01/96
TO BE PERFORMED BY: ALL DEPARTMENTS/SERVICE AREA MANAGERS	REVIEWED DATE: 04/11/06
	REVISED DATE: 05/2017

PURPOSE

To provide guidance in addressing a workforce member's right to refuse to participate in any aspect of patient care that conflicts with his/her cultural values, ethics, or religious beliefs, and to ensure patient care is not compromised when a workforce member exercises that right.

POLICY

DHS facilities will take every consideration to appropriately address a workforce member's request to not participate in an aspect of patient care or treatment, where there is a perceived conflict with the workforce member's cultural values, ethics, or religious beliefs.

PROCEDURE

DHS, while taking consideration to address a workforce member's request to not participate in an aspect of patient care or treatment, must ensure that the request does not negatively affect patient care and that alternatives methods can be provided.

A request to refuse to participate in a specific aspect of care or treatment must be provided, in writing, far in advance of the provision of such treatment or care. A workforce member may not refuse to participate in an aspect of care or treatment at the time or just before the time to perform the treatment or procedure.

A request to refuse to participation in a specific aspect of care may be denied in an emergency situation where there is no other alternative or qualified person available to provide the care or when the life of a patient is in immediate danger.

Review of this policy will be provided during unit orientation.

- A. It is the workforce member's responsibility to immediately provide written notice to his/her chief, supervisor, or manager of his/her request to be excluded from an aspect of patient care in a written statement that clearly describes the care, treatment, procedure, or task from which he/she is requesting to be excused, the basis for the request and description of the conflict.
- B. For immediate ethical conflicts, workforce members who have an ethical conflict with the plan of care established for the patient must immediately notify the supervisor of their desire to be released from their duty to care for the patient. The supervisor may then arrange for a substitute to provide care. This transition of workforce members must not adversely affect patient care.

EXISTING WORKFORCE MEMBERS

An existing workforce member shall be re-oriented regarding a new treatment or service that he/she is expected to provide, with emphasis on the variance from the prior treatment/service. A workforce member who feels that the new treatment or service or any existing treatment or service conflicts with his/her cultural values, ethics, or religious beliefs shall notify his/her manager, in writing, within one week prior to the start of the new treatment/service, or in a reasonable amount of time prior to commencement of an existing treatment or service.

Documentation of a request for refusal to provide service based on a conflict with a workforce member's cultural values, ethics, or religious beliefs must be kept on file in the workforce member's area personnel file.

Disputes related to implementation of this policy may be addressed through the grievance procedure.

DEFINITION

Workforce or Workforce Member

Workforce member is defined as employees, volunteers, trainees, affiliates, students, and any other persons who perform work under the control of DHS, whether or not they are paid by the County.

AUTHORITY

Joint Commission for the Accreditation of Healthcare Organizations (HR.6)

NOTED AND APPROVED:

Cynthia M. Oliver, Chief Executive Officer

Date

Ellen Rothman, M.D., Chief Medical Director

Date

Lessie Barber, Nursing Director

Date

Signature(s) on File.