

**Year 3 Public Description of Work for
Action Collaborative on Preventing Sexual Harassment in Higher Education**

Washington University in St. Louis

SAFE Reporting

Relevant Rubric Area(s):

Providing Anonymous and Non-mandatory Reporting Resources and Tools

Description of Work:

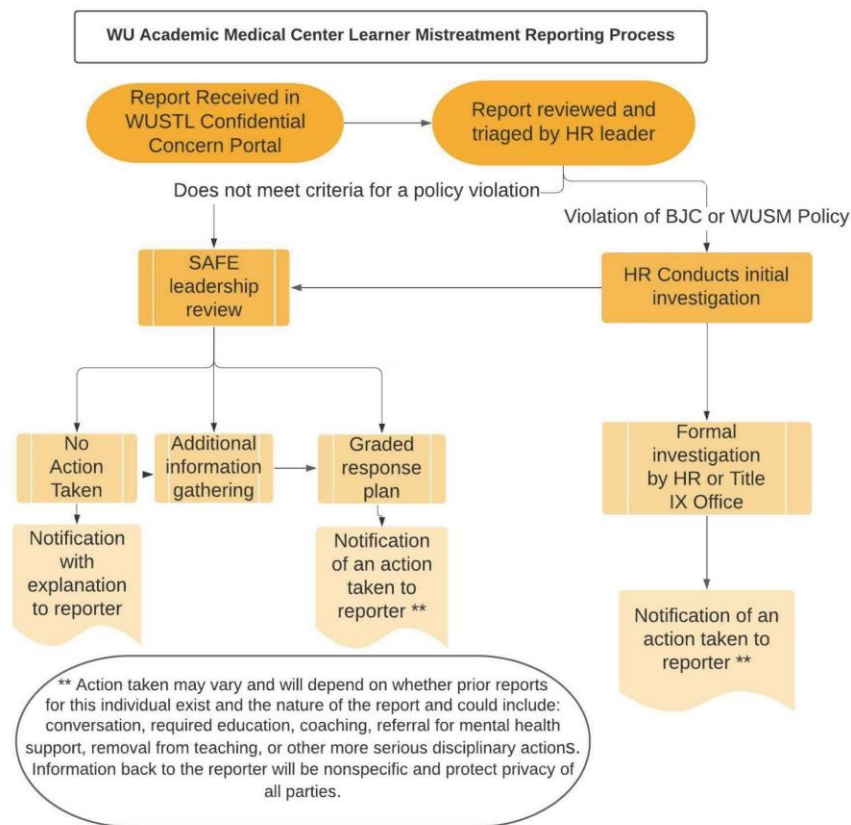
In 2020, the Learning Climate Task Force was convened to assess and address the current state of the Washington University School of Medicine (WUSM) learning environment for learners, including students in DBBS, PT, OT, PACS, UME, and GME. The Task Force included broad representation from these groups of learners, as well as faculty and staff from WUSM and Barnes-Jewish Hospital (BJH). After review of recent data, current policies and procedures, the Task Force created recommendations with the goal of creating a positive learning environment that is respectful, trusting and safe across learners and institutions.

The first recommendation was to establish a unified central reporting system, jointly with WUSM, BJH, St. Louis Children's Hospital (SLCH) that is accessible to all individuals in the learning climate, including medical and graduate students, house staff, fellows, faculty, hospital staff and research staff.

The Task Force determined that reporting needs to be simple and easy to use, with minimal required "clicks," while allowing for the option for providing additional information. Options for reporting needed to include: anonymous, non-anonymous, for informational purposes only, i.e. not seeking investigation/follow-up, and bystander report. It also recommended that the reporting process be evaluated at least annually to identify additional improvements, resources or training needs.

As a result of the Task Force recommendations, a website was created to handle reports and answer questions. (<https://safereporting.wustl.edu/>) The SAFE (Supporting A Fair Environment) Reporting site began accepting reports from any party in December 2021. The site allows individuals to report positive and negative experiences, and to follow up on previously made reports. The reports are handled according to the flowchart below.

Year 3 Public Description of Work for Action Collaborative on Preventing Sexual Harassment in Higher Education



The action that is taken in response to reports of mistreatment is graded based on the nature of the behavior and any prior reports about this individual. Potential violations of university or hospital policy are referred to Human Resources for initial investigation and referral to appropriate partners (including the Gender Equity and Title IX Compliance Office), if appropriate.

For matters that do not rise to the level of a policy violation, the first report results in a SAFE conversation with a trained SAFE committee member (faculty members). This conversation is designed to build non-punitive, non-judgmental awareness and reinforce our commitment to a bias-free and respectful environment. There is no “record” of the content of the conversation, only that it was completed. Subsequent reports involving the same offender require that the SAFE committee leadership meet with the offender’s departmental leadership and Human Resources to develop further plans or actions and expected outcomes.

In addition, each person who works with learners on the Medical Campus is required to complete 5 education modules:

- 1) Introduction to learner mistreatment, scope and impact

Year 3 Public Description of Work for Action Collaborative on Preventing Sexual Harassment in Higher Education

- 2) Defining mistreatment and microaggressions
- 3) Upstander skills
- 4) Institutional support (policies, process, reporting)
- 5) Workshop: Bias in assessment and letters of recommendation

The Learning Environment Committee will receive annual data and survey results and will quarterly collate and evaluate data from various sources, to determine the effectiveness and impact of SAFE Reporting.

Website for further information (if applicable): <https://safereporting.wustl.edu/>

Point of Contact Name: Dr. Jenny Duncan

Email Address for Point of Contact: duncan_j@wustl.edu