

Partners HealthCare Employment Policy

POLICY STATEMENT:

It is the policy of Partners HealthCare to provide equal opportunity in employment and all terms, conditions and privileges of employment to all employees and applicants for employment. No person is to be discriminated against based on race, color, religion, national origin, sex, age, gender identity or gender expression, physical or mental ability, sexual orientation, military service or veteran status, genetic information, citizenship, pregnancy and pregnancy-related conditions, such as lactation or the need to express breast milk for a nursing child, and/or other status protected under law.

PROCEDURES:

The background of a new employee will be reviewed during the hiring process. Verification checks will be made as appropriate and may determine an employee's ability to access Protected Health Information (PHI).

All job offers will be reviewed by a Staffing Specialist and/or Human Resources Business Partner to ensure compliance with relevant employment and labor laws and consistent policy application.

CONDITIONS OF EMPLOYMENT:

Employment is contingent upon successful completion of a Massachusetts Criminal Offender Record Information review (CORI), multi-state background check, education and licensure verification (if applicable), and review of the Medicare program's Sanctions and Exclusions List which is run at the time of hire by Human Resources. An unsatisfactory report may lead to termination or rescinding of an offer.

U.S. government regulations require that all new employees provide documentation of employment eligibility on the I-9 form. New employees will be required to present original documentation within three days of employment. A new employee may be required to complete or provide proof of an appropriate health screening.

All new employees will be required to successfully pass a pre-employment drug screen. All new employees must sign the drug-free workplace acknowledgment and acceptable use policy.

All employees are required to receive the annual flu vaccine with exceptions made for documented medical conditions or religious beliefs.

All new employees must sign a confidentiality agreement.

Any offer of employment is contingent upon satisfactory completion of the above requirements for employment, as well as satisfactory completion of the credentialing and medical staff appointment process at the Partners affiliate(s) where the applicant will provide clinical services.

Orientation programs will be provided.