

# Anthony Medical & Chiropractic

<b>SUBJECT:</b> DISRUPTIVE BEHAVIORS	<b>Effective:</b> Immediately
<b>POLICY NUMBER:</b> AMC-1.7007	<b>Review Date:</b> 3-1-2021
<b>PREPARED BY:</b> Human Resources	<b>Revision Date:</b>

**CLASSIFICATION:** All Employees of Anthony Medical & Chiropractic

**POLICY:**

This policy has been created to state the company position regarding Disruptive Behaviors.

**OBJECTIVE:**

The purpose of this policy is to establish our zero-tolerance position regarding Disruptive Behaviors in all forms within the workplace as it relates employees, vendors, business partners, suppliers, contractors, agents or representatives of our company, our services, and our patients.

**ASSIGNMENT:**

For all professional, patient-related, peer to peer, and employee communications/interactions, both direct and indirect in nature to promote a safe, environment free of Disruptive Behaviors at Anthony Medical & Chiropractic.

**DEFINITION:**

Disruptive Behaviors, acts, or threats of behaviors detrimental to the operations of our clinics, which can include but are not limited to intimidation, harassment, and/or coercion, will not be tolerated. Specific acts or threats of disruptive behaviors include: conduct which sufficiently serves as offensive or intimidating actions to alter the employment conditions of the clinic, creating a hostile, abusive, or intimidating work environment, and general disruptions which affect the daily operations of the clinic for one or more employees.

**SCOPE OF POLICY:**

1. Anthony Medical & Chiropractor Center is a zero-tolerance organization for any and all forms of Disruptive Behaviors.
2. It is an expectation that all experienced or witnessed Disruptive Behaviors be reported to your:  
a) immediate supervisor, b) manager, c) Human Resources.
3. Any person making a report of a Disruptive Behavior will have their identity remain confidential unless determined otherwise to further the details of the investigation on a need-to-know basis.
4. All information will be held confidentially in order to protect the individual(s) reporting incident as well as the individuals involved until an investigation can be completed.

5. Human Resource will investigate all identified Disruptive Behavior claims in an unbiased manner to bring forth resolution that is researched completely, using any additional resources required, to appropriately vet all claims.
6. Upon a completion of the investigation, any corrective actions determined to be taken will be appropriately assigned to the person(s) identified per the investigation.
7. Anthony Medical & Chiropractic, based on the nature and severity of the verifiable claim(s) may take immediate action up to and including termination.

Any employee who is involved in disruptive behavior leading to a threat of physical violence may be reported to the proper authorities. Employees are encouraged to report a threat or acts of disruptive behaviors, of which the employee is personally aware of, to a manager or HR, as appropriate. Violation to this policy will result in immediate disciplinary action.