



Human Resources

MEDICAL CENTER HUMAN RESOURCES POLICY NO. 705

A. SUBJECT: Staff Requests Regarding Assignments

B. EFFECTIVE DATE: January 1, 2013 (Rvd)

C. POLICY:

Employees of the University of Virginia Medical Center are expected to perform assigned duties for which they are competent and qualified. However, the Medical Center will consider requests not to participate in aspects of patient care that conflict with a staff member's cultural values or religious beliefs.

D. PROCEDURE

1. If a staff member has personal, ethical, moral or religious objections to participating in a particular patient care assignment, other than abortion procedures, he/she shall convey these feelings in writing to his/her supervisor. The supervisor will attempt to honor the individual's request when staffing/patient care requirements permit (this may be done through scheduling changes or re-assignment where sufficient qualified staff are available). However, if the employee's request cannot be met, the employee must provide the care needed for the patient as assigned by the supervisor. Failure to follow supervisory instructions will result in disciplinary action. ([See Medical Center Human Resource Policy No.701 "Employee Standards of Performance"](#))
2. Staff requests to not participate in abortion procedures are handled in a manner that meets the provisions of Virginia Code (18.2-75), the "conscience clause," which legally protects the caregiver's right to refuse to participate in abortion procedures. Such staff requests are managed in the following ways:
 - a. The manager of an area where abortions are performed will inform all potential new employees applying for a job that this procedure is a part of the services provided, and document that this conversation took place. The applicant will be referred to Human Resources if he/she decides not to seek employment in this area.
 - b. If an employee voices a personal, religious, moral, or ethical objection to participating in an abortion procedure, the manager will advise the employee that this objection must be put in writing.

(SUBJECT: Staff Requests Regarding Assignments)

- c. Upon receipt of the written objection from the employee, the manager will make reasonable effort to reassign the employee to other patient care duties for which he/she is competent.
- d. The manager will provide for patient care while attempting to accommodate this request through a variety of mechanisms, including, but not limited to scheduling/rescheduling of staff, reassignment of duties to other qualified staff or use of part-time or Medical Center Pool or Unit-Based Pool staff.

SIGNATURE:



R. Edward Howell
R. Edward Howell, CEO, UVA Medical Center

DATE:

12/21/12

Medical Center Human Resources Policy No. 705 (Rvd)
Approved March 2003
Revised December 2006, December 2009
Reviewed December 2012
Approved by Chief Human Resources Officer
Approved by Medical Center Administration