LOUISIANA STATE UNIVERSITY HEALTH SCIENCES CENTER -
SHREVEPORT

STAFF RIGHTS

Purpose:

To provide guidelines for department managers to address the rights of employees in regards to their involvement in any aspects of care perceived as conflicting with their personal beliefs.

Policy:

1. LSU Health Sciences Center - Shreveport recognizes that staff members may have cultural, religious, or personal conflicts concerning their involvement with specific components in the care or treatment of patients. LSU Health Sciences Center - Shreveport shall provide a mechanism for employees to submit their requests for review of work assignments by the department head, however the continuum of patient care services shall be maintained.

2. Staff Members will make their requests known to the department head, manager or supervisor in writing.

3. Examples of procedures which may conflict with some staff members’ beliefs are listed – include, blood administration, therapeutic abortion, circumcision and sterilization procedures.

4. The department head, manager or supervisor shall make every effort to accommodate the request and maintain the duties referenced in the employee’s job description.

5. The department head, manager or supervisor shall reassign duties, if reasonable and possible, to accommodate the request and meet the needs of the patient.
6. Response to all requests for duty reassignment whether approved or denied will be provided in writing to the employee by the department head.

7. A record of all requests and actions taken shall be maintained in the employees' departmental file and in Human Resources.

8. If the request of the staff member cannot be granted, the employee may appeal to the appointing authority to review the request. The determination made by Human Resources shall be final.

_______________________
Administrator

_______________________
Date

Written: 9/94
Revised: 3/97, 11/98, 3/01, 8/01, 9/01, 10/01
Approved by Clinical Board: 10/16/01