1. GENERAL

Violence and threats of violence in the workplace will not be tolerated. OHSU seeks a safe environment for its community, including employees, patients, visitors, students, affiliates and guests. OHSU is committed to maintaining a work environment free from violence. Any person who engages in violence may be removed and/or excluded from premises or facilities owned or controlled by OHSU, may be subject to disciplinary action, and in appropriate circumstances may be subject to criminal penalties.

2. DEFINITIONS

A. OHSU Members: All employees (faculty, represented, unclassified administrative and other categories), registered and visiting students, volunteers, members of affiliated boards of directors, visiting healthcare practitioners, contracted nonpermanent individuals, vendors while doing business with OHSU, and others who work for or on behalf of:

- OHSU
- OHSU Foundation
- Doernbecher Children's Hospital Foundation

B. Workplace Violence: Any physical harm, behavior, or conduct that communicates a direct or indirect threat of physical harm to another and/or would cause a reasonable person to fear violence and/or impairs the ability of OHSU Members to perform their duties. Behavior/communications that would create fear of violence in a reasonable person may include, but are not limited to the following:

1. Harassment;
2. Threats;
3. Bullying;
4. Stalking (as defined in ORS 163.732);
5. Intimidation;
6. Assault (as defined in ORS 654.412);
7. Damaging property in a manner that would place a reasonable person in fear of physical harm;
8. Targeting by activists/extremists or others at non-OHSU facilities (i.e., home harassment);
9. Publication of the personal information of OHSU Staff and/or their immediate families in a manner that would cause a reasonable person to fear violence;
10. Any other form of violence.

Such behavior may be written, verbal, electronic, or physical.

C. Assault: Intentionally, knowingly or recklessly causing physical injury (ORS 654.412).

D. Workplace: Any location, either permanent or temporary, where an employee, student, or volunteer of OHSU performs any activity as part of the role he or she performs for OHSU, whether in OHSU facilities or elsewhere. This includes, but is not limited to, the buildings and the surrounding perimeters, including the parking lots, field locations, and traveling to and from work assignments.

3. REPORTING AND INCIDENT RESPONSE

All reports of workplace violence or threats impacting OHSU Members shall be reported to Public Safety. Public Safety shall record, respond to, track, and document all reports per this policy and in compliance with applicable rules, regulations, and laws.
4. INCIDENT RESPONSE

Actual or imminent violence on Marquam Hill, at the Center for Health and Healing, on the Tram, and on the West Campus should be first reported to Public Safety. Other locations should contact local law enforcement via the 911 system with a follow-up report to Public Safety as soon as possible.

When a violent act is taking place or is imminent, the emergency response code “Dr. Strong” may be used when contacting Public Safety.

Any person may use the 911 system to report actual or imminent violence; however, direct reports via 911 for incidents at the locations above may result in a delayed response by both law enforcement and Public Safety.

Public Safety will evaluate reports of violence and respond as provided below. Public Safety will request assistance from other agencies, departments and/or the OHSU Threat Assessment Team (TAT) as appropriate.

Public Safety will insure that all response plans and safety planning related to work place violence and potential work place violence meet the requirements of ORS 654.412 to 654.423, Safety of Health Care Employees, when appropriate.

5. REPORTS OF VIOLENCE AFTER-THE-FACT

Public Safety is the initial responder and investigating department for all reports of workplace violence. The Director of Public Safety will activate the TAT and/or contact law enforcement agencies and other OHSU departments for assistance as deemed appropriate.

6. INCIDENT TRACKING

Public Safety will track all reported incidents of workplace violence and also insure that the record collection and reporting requirements set forth in ORS 654.416 are met.

Public Safety will conduct an initial investigation of reported violence and forward the information to the appropriate supervisor, Human Resources Business Partner or others for follow-up when appropriate.

7. REPORTING OF THREATS REQUIRED

OHSU Members who observe, experience, or become aware of threats that constitute actual or potential workplace violence, or any potential threat of violence, shall report the information immediately to the Department of Public Safety (Public Safety). Reports made to other departments or areas of OHSU or to external law enforcement shall be forwarded immediately to Public Safety for evaluation and any necessary assessment by the TAT. Public Safety will receive, assess, and document all incidents and reports of workplace violence and, when appropriate, will activate the Threat Triage Team (T3). The T3 will review all reports and determine whether further assessment by the full Threat Assessment Team is necessary.

Any initial reports to a law enforcement agency related to workplace violence should also be reported to Public Safety as soon as possible.

8. THREAT ASSESSMENT TEAM (TAT)

A. PURPOSE

The OHSU Department of Public Safety shall maintain a standing, multi-disciplinary Threat Assessment Team (TAT) that is capable of rapidly assessing threats. The TAT’s primary purpose is to evaluate threats of violence made or posed by individuals toward the University and its community.

The TAT may also make recommendations to individuals, departments, and groups within or outside of OHSU regarding specific threat factors, threat mitigation tactics, and violence prevention, as appropriate to the situation. The TAT, through its members and/or any other individual or group, may investigate any potential threat covered by this policy and may request cooperation and assistance necessary to fulfill its role. However, the TAT is advisory and is not empowered to take unilateral actions beyond investigating, assessing, and reporting on threats.

B. GOVERNANCE

The TAT shall be formed and administered according to the TAT Charter and Bylaws.
C. MEMBERSHIP

The TAT will be chaired by the Chief or Director of Public Safety or a designee. Permanent membership of the TAT shall include a primary and backup representative from the following OHSU departments, divisions or schools:

(1) Public Safety (2 Members)
(2) Human Resources
(3) Risk Management
(4) Legal
(5) Psychiatry
(6) Hospital Administration
(7) Academic Affairs
(8) Integrity/Research Integrity

D. AD-HOC MEMBERSHIP

Ad-hoc committee members may include individuals from any department, school, or operating unit within OHSU and/or individuals from external organizations (e.g., law enforcement, joint program partners, etc.) based on the specific threat being assessed.

E. THREAT TRIAGE TEAM (T3)

In order to receive and evaluate threats rapidly and at any time, all initial reports of threats will be received by Public Safety. Public Safety will initiate any actions immediately required to stop or prevent violence and then convene the Threat Triage Team (T3).

The T3 will be composed of staff readily available to make an initial evaluation of a threat (e.g., Public Safety, administrator On Duty, etc.) and will use an approved process and tool to determine whether or not a threat exists and, if so, whether or not to refer it to the full TAT. The T3 shall have authority to immediately investigate threats on behalf of the TAT.

F. COOPERATION WITH PUBLIC SAFETY AND THE THREAT ASSESSMENT TEAM (TAT) REQUIRED

All OHSU Members shall cooperate fully with Public Safety and any member of the TAT delegated by the TAT Chair to assist in assessing a threat. Such cooperation may include, but is not limited to, being interviewed, providing requested materials or information, and being available to the TAT as necessary to assess a potential threat.

9. ACCESS TO INFORMATION

For purpose of assessing threats, the TAT, its members, and anyone acting at the request of the TAT, shall have access to any and all information potentially relevant to the threat and necessary for assessment. Access to, and sharing of information for the purposes of threat assessment shall follow the Rules for Information Sharing and Access to Controlled Information guide attached to this policy.

10. DELEGATION

The Director of Public Safety may establish procedures, protocols and forms necessary to implement this policy.