

Mistreatment Reporting Structure

Acute concerns/individual reports of mistreatment or harassment- applicable policies, procedures, reporting and responsible administrators

Complainant	Medical Student						
Respondent	Student - strongly encouraged to contact OSA to receive support and for de-identified data tracking even if also reporting elsewhere.	USask Staff	Resident	Faculty		SHA Staff	Patient/ Patient Family
USask employed				Medical			
Policy used	USask DHP Policy				<ul style="list-style-type: none"> SHA Harassment free workplace policy USask DHP Policy 	SHA Harassment free workplace policy	
Relevant Procedure	<ul style="list-style-type: none"> USask Standard of Student Conduct in Non-Academic Matters and Regulations and Procedures for Resolution of Complaints and Appeals. CoM Procedures for Concerns with Medical Student Professional Behaviour 	<ul style="list-style-type: none"> USask DHP Procedures (formal) CoM mistreatment procedures (informal) 		<ul style="list-style-type: none"> USask DHP Procedures (formal) CoM mistreatment procedures (informal) SHA Harassment Free Workplace Procedures (formal or informal) 	<ul style="list-style-type: none"> SHA Harassment Free Workplace Procedures 		
Informed about incident	SHA informed if incident occurs in SHA facility. See information sharing agreement.					Dual jurisdiction- reciprocal data sharing	
Reporting mechanism	<ul style="list-style-type: none"> OSA mistreatment reporting form or directly to OSA staff/leadership via email, phone or in-person Any CoM staff, faculty, or leadership member USask ConfidenceLine USask Office of Discrimination and Harassment Prevention UGME program course, rotation or instructor evaluation 					SHA Report of Harassment form emailed to harassment@saskhealthauthority.ca	
Administrator responsible	Associate dean UGME /delegate	Dean (formal) Associate dean UGME/ delegate & relevant manager (informal)	Dean (formal) Associate dean PGME/ delegate & relevant program director (informal)	Dean (formal) Associate dean UGME/ delegate (informal)	PDH (formal/egregious) Associate dean UGME/ delegate (informal)	‘Responsible leader’ Typically Respondent’s direct out of scope supervisor	‘Responsible leader’ Typically the out of scope supervisor of the unit