**SUBJECT:** Nondiscrimination in Employment Policy Statement Equal Employment Opportunity

**TO:** Staff

**FROM:** Kelly Ankenbrand, CEO

It is the policy of Geisinger Behavioral Health Center – Northeast to provide equal employment opportunity to all employees and applicants for employment regardless of any individual's race, creed, color, religion, national origin, sex, age, physical or mental disability, and genetic information unrelated to the individual's ability to perform essential functions of a particular job; status as a military veteran or qualified disabled veteran; or any other characteristic protected under applicable state, federal and local laws.

An open and equitable personnel system will be established and maintained. Personnel policies, procedures, and practices will be designed to prohibit discrimination on the basis of race (to include hair type, hair texture, or hair style), color, religious creed (to include all aspects of religious observances and practice, as well as belief), disability, ancestry, national origin, age (40 and over), or sex (to include pregnancy status, childbirth status, breastfeeding status, sex assigned at birth, gender identity or expression, affectional or sexual orientation, and differences in sex), and retaliation Additionally, it is the company's policy to provide promotion and advancement or transfer opportunities, compensation, participation in training or educational activities or programs, discipline, and termination in a nondiscriminatory fashion.

Employment opportunities shall be provided for applicants with disabilities and reasonable accommodation(s) shall be made to meet the physical or mental limitations of qualified applicants or employees.

Any employee who believes they have been discriminated against may file a complaint of discrimination with any of the following:

*Geisinger Behavioral Health Center - Northeast*

60 Glenmaura National Blvd

Moosic, PA 18507

Tele:(570)301-5050

Fax: (570)704-5073

gbnadmin@acadiahealthcare.com

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| Commonwealth of Pennsylvania Department of Human Services Bureau of Equal Opportunity Room 225, Health & Welfare Building P.O. Box 2675 Harrisburg, PA 17120 Inquiries: (717) 787-1127 Email: RA-PWBEOAO@.pa.gov **(Within 90 days from the date of incident)** | *Office for Civil Rights**U.S. Department of Health and Human Services**Centralized Case Management Operations**200 Independence Avenue, S.W.**Room 509 HHH Bldg**Washington, D.C. 20201**Customer Response Center: (800) 368-1019**TDD: (800) 537-7697**https://www.hhs.gov/ocr/complaints**Email: ocrcomplaint@hhs.gov**(Within 180 days from the date of incident)* |
| Pennsylvania Human Relations Commission333 Market Street, 8th FloorHarrisburg, PA 17101https://www.phrc.pa.gov/Complaints/Pages/How-to-File-a-Complaint.aspxInquiries: (717) 787-4410TTY users only: (717) 787-7279(Within 180 days from the date of incident) | U.S. Equal Employment Opportunity Commission801 Market Street, Suite 1000Philadelphia, PA 19107Inquiries: (800) 669-4000TTY users only: (800)669-6820https://www.eeoc.gov/filing-charge-discriminationEmail: PDOContact@eeoc.gov(Within 300 days from the date of incident) |