



<b>MANUAL: Administrative Policy</b>	<b>SUBJECT: Diversity and Equal Opportunity Policy</b>
<b>PREPARED BY: William Mahone V</b>	<b>APPLIES TO: All Employees</b>
<b>EFFECTIVE DATE: 1/26/12</b>	<b>SUPERSEDES:</b>
<b>REVIEW DATE:</b>	<b>DATES OF REVISIONS:</b>
<b>APPROVED BY:</b> _____	
<b>President</b>	<b>Date</b>

In order to provide the best possible care for our patients, Halifax Regional Medical Center (the "Medical Center") will recruit, select and employ the most suitably qualified candidates for positions that are available. The Medical Center further believes that success in meeting the needs of our patients and keeping them first, greatly benefits from a diverse workforce consisting of talented and committed individuals. The Medical Center will achieve that success by fostering an atmosphere of acceptance and support for all employees regardless of their cultural differences, their national origin, or lifestyle. This diversity not only embodies our organizational values of mutual respect, fairness, and equality but also greatly enhances the quality of services we provide.

All personnel decisions (*for example: recruitment, hiring, employee transfers, promotions, demotions, layoffs, reductions in force, selection for training, recognitions, terminations, disciplinary actions, and rate of pay decisions*) will be made without regard to race, color, religion, gender, national origin, age, handicap, disability or veteran status.

It is also the policy of the Medical Center to maintain a working environment that is free of harassment and intimidation, and to comply with all applicable local, state and federal statutes concerning equal opportunity employment.