

Reporting Concerns of Discrimination, Harassment, Misconduct, Microaggressions, or Inappropriate Behavior

In the Department of Neurological Sciences at the University of Vermont's (UVM) Larner College of Medicine (LCOM) and Medical Center (UVMCMC), we strive to create an inclusive, supportive, and respectful work, learning, and living environment. To that end, if you observe misconduct or have concerns about potential misconduct, you are encouraged to speak up. Depending on the circumstances, this may involve feedback or formal reporting as described below. It is important to note that UVM, LCOM, and UVMCMC take your concerns seriously, will follow through with the appropriate measures to investigate and resolve the issue, and has zero tolerance for retaliation (as per [UVM's Discrimination, Harassment, and Sexual Misconduct Policy](#)).

When to Report

If you have experienced or witnessed discrimination, harassment, misconduct, microaggressions, or inappropriate behavior of any kind, or if you are unsure that you have experienced such behavior, UVM, LCOM, and UVMCMC have multiple resources to assist you. The information below describe the various resources depending on the specific circumstances.

Reporting Mechanisms

Please note that some contacts in the Department, LCOM, UVM, and UVMCMC are required to officially share your report. There are also contacts that can confidentially discuss a situation to help guide you in the process.

If you are looking for general departmental resources, see [Department of Neurological Sciences Reporting Resources on page 2](#).

If you are faculty or staff in LCOM and would like to report a concern, please see the [Reporting Resources for UVM and LCOM Faculty and Staff on pages 3-4](#).

If you are faculty or staff in UVMCMC and would like to report a concern, please see the [Reporting Resources for UVMCMC Faculty and Staff on page 5](#).

If you are a student at LCOM or UVM and would like to report a concern, please see the [Reporting Resources for UVM and LCOM Students on pages 6-7](#).

If you are concerned for your safety, please call one of the following:

- [UVM Police Services](#): 802-656-3473 or 911 for emergencies.
- [UVMCMC Security](#): 802-847-2812 or 911 for emergencies.

Department of Neurological Sciences Reporting Resources

- For concerns within the [Department of Neurological Sciences](#), please contact the Vice Chairs. The Vice Chairs will help the individual navigate the processes and follow the appropriate steps based on the nature of the incident.
 - For concerns regarding educational and/or research related issues in the Department, please contact the Vice Chair for Education and Research, Dr. Margaret Vizzard.
 - Phone: 802-656-3209.
 - Email: Margaret.Vizzard@med.uvm.edu.
 - For concerns regarding clinical issues in the Department, please contact the Vice Chair for Clinical Affairs, Dr. Waqar Waheed.
 - Phone: 802-847-4589.
 - Email: Waqar.Waheed@uvmhealth.org.
 - For other concerns and/or any issues involving UVM and/or LCOM staff, please contact the Department's Business Manager and HR Representative, Daniel Mills.
 - Phone: 802-656-0435.
 - Email: Daniel.Mills@med.uvm.edu.

Reporting Resources for UVM and LCOM Faculty and Staff

- For any safety or security concerns, please contact UVM Police Services.
 - Phone: 802-656-3473 or 911 for emergencies.
 - [Report a Crime Form \(option for anonymity\)](#).
- If you need to report discrimination, harassment, or sexual misconduct among UVM or LCOM students, staff, or faculty, you may contact the [Office of Affirmative Action and Equal Opportunity \(AAEO\)](#), UVM's official reporting and investigative body.
 - Phone: 802-656-3368.
 - Email: TitleIX@uvm.edu or Title9@uvm.edu.
 - Online: [Bias, Discrimination and Harassment Incident Reporting Form](#).
 - **For cases that may also constitute violations of criminal law**, AAEO will inform the Complainant of their option to pursue a criminal investigation and can facilitate contact with UVM Police Services to initiate such an investigation. Individuals may also contact UVM Police Services directly.
- If you need to report bias, sexual misconduct, academic misconduct, or criminal activity among UVM or LCOM students, staff, or faculty, you may use the following.
 - [Bias Response Form](#): Use this form to report an incident of bias, harassment, or discrimination. Bias is defined as speech or expressive conduct directed toward an individual or group that is based on or motivated by the individual or group's real or perceived race, religion, ethnicity, natural origin, ancestry, age, disability, sexual orientation, gender, or gender identity/expression.
 - [Sexual Misconduct and Title IX Form](#): Use this form to report potential violations of the Sexual Harassment and Misconduct Policy to the UVM Office of AAEO. Examples include sexual assault and harassment, stalking, and relationship violence.
 - [Academic Misconduct Form](#): Use this form to report potential violations of the Code of Academic Integrity. Examples include cheating, plagiarism, and research misconduct.
 - [Police Tip Line \(anonymous\)](#): Use this form to anonymously report public safety concerns, potential criminal activity/behavior, and non-emergency safety concerns.
 - [Campus Security Authority \(CSA\) and Clery Reports to UVM Police](#): Use this form to report potential crimes.
 - [Report a Crime/Silent Witness Program \(option for anonymity\)](#): Use this form to report a crime to UVM Police online.
- If you need to report concerns about UVM or LCOM students or general student misconduct, you may use the following forms or visit the [Vice Provost and Dean of Students Office](#).
 - Phone: 802-656-3380.
 - [CARE Form \(option for anonymity\)](#): Use this form to share concerns about a student, including academic struggles, mental or physical health problems, family crises, personal challenges, absenteeism, substance use concerns, and incidents of hazing.

- [General Student Misconduct Form](#): Use this form to report potential violations of the UVM Code of Student Conduct. Examples include use of alcohol, cannabis, and/or tobacco, physical assault, threats, or student organization violations.
- **If you need to report an incident anonymously or confidentially, you may use any of the following resources.**
 - [Faculty Ombudsperson \(confidential\)](#): Dr. Keith Burt. The Faculty Ombudsperson assists UVM and LCOM faculty in determining the institutional channels most appropriate for the resolution of a complaint, in seeking resolution of a complaint through institutional channels, and facilitates informal resolution of complaints through mediation.
 - Phone: 802-656-4285.
 - Email: Keith.Burt@uvm.edu.
 - [Ethics and Compliance Reporting and Helpline \(option for anonymity\)](#): Use this form to report an incident about workplace issues, including financial and auditing concerns, harassment, theft, substance abuse, and unsafe conditions.
 - [Police Tip Line \(anonymous\)](#): Use this form to anonymously report public safety concerns, potential criminal activity/behavior, and non-emergency safety concerns.
 - [Report a Crime/Silent Witness Program \(option for anonymity\)](#): Use this form to report a crime to UVM Police online.
- **If you need mental health support, you may contact the [Employee Assistance Program \(EAP\)](#). EAP offers free and confidential counseling with a licensed counselor.**
 - Phone: 802-864-3276 or 802-651-1837.
- **If you are a UVM staff member represented by [UVM Staff United](#) and need to report discrimination or harassment, you may contact the Department's Area Steward.**
 - UVM staff members represented by UVM Staff United are protected against discrimination and harassment under Article 5 of the [Collective Bargaining Agreement \(CBA\)](#) dated May 20, 2022. Violations of the CBA are grievable under Article 13 in consultation with the Department's designated Area Steward.
 - [Area Stewards by Unit](#): LCOM-D (Neurological Sciences) Steward is Deirdre Manion-Fischer.
 - Phone: 802-656-4882.
 - Email: Deirdre.Manion-Fischer@uvm.edu.

Reporting Resources for UVMHC Faculty and Staff

- For any safety or security concerns, please contact [UVMHC Security](#).
 - Phone: 802-847-2812 or 911 for emergencies.
- If you experience discrimination, harassment, misconduct, microaggressions, or inappropriate behavior by a patient or an employee of UVMHC, please contact the practice supervisor that supports your clinic location.
 - Supervisor List:
 - Rebecca Labarge (Neurology Main Campus and Memory Program).
 - Email: Rebecca.Labarge@uvmhealth.org.
 - Sarah Formalarie (Neurology UHC).
 - Email: Sarah.Formalarie2@uvmhealth.org.
 - Jake Hammond (Sleep Medicine).
 - Email: Jake.Hammond@uvmhealth.org.
- If you need to report an incident anonymously or confidentially, you may use any of the following resources.
 - Neurology Department HR Business Partner, Lauren Martin (option for anonymity):
Contact Lauren to report an act of discrimination or harassment.
 - Email: Lauren.Martin@uvmhealth.org.
 - [Ethics and Compliance Reporting and Helpline \(confidential with option for anonymity\)](#):
Use this form to report an incident about workplace issues, including financial and auditing concerns, harassment, theft, substance abuse, and unsafe conditions.
 - [Police Tip Line \(anonymous\)](#): Use this form to anonymously report public safety concerns, potential criminal activity/behavior, and non-emergency safety concerns.
 - [Report a Crime/Silent Witness Program \(option for anonymity\)](#): Use this form to report a crime to UVM Police online.
- If you have doubts about how to address a situation involving harassment, misconduct, microaggressions, or inappropriate behavior, please contact the Administrative Director of Neurology – UVMHC, Christian Pinillos.
 - Phone: 802-793-2286.
 - Email: Christian.Pinillos@uvmhealth.org.
- If you need mental health support, you may contact the [Employee and Family Assistant Program \(EFAP\)](#). EFAP offers free, short-term, and confidential counseling with a licensed counselor.
 - Phone: 802-847-2827.
 - Email: EFAP@uvmhealth.org.

Reporting Resources for UVM and LCOM Students

- For any safety or security concerns, please contact UVM Police Services.
 - Phone: 802-656-3473 or 911 for emergencies.
 - [Report a Crime Form \(option for anonymity\)](#).
- If you need to report discrimination, harassment, or sexual misconduct among UVM or LCOM students, staff, or faculty, you may contact the [Office of Affirmative Action and Equal Opportunity \(AAEO\)](#), UVM's official reporting and investigative body.
 - Phone: 802-656-3368.
 - Email: TitleIX@uvm.edu or Title9@uvm.edu.
 - Online: [Bias, Discrimination and Harassment Incident Reporting Form](#).
 - **For cases that may also constitute violations of criminal law**, AAEO will inform the Complainant of their option to pursue a criminal investigation and can facilitate contact with UVM Police Services to initiate such an investigation. Individuals may also contact UVM Police Services directly.
- If you need to report concerning behavior, bias, sexual misconduct, academic misconduct, or criminal activity among UVM or LCOM students, staff, or faculty, please use the following forms.
 - [Bias Response Form](#): Use this form to report an incident of bias, harassment, or discrimination. Bias is defined as speech or expressive conduct directed toward an individual or group that is based on or motivated by the individual or group's real or perceived race, religion, ethnicity, natural origin, ancestry, age, disability, sexual orientation, gender, or gender identity/expression.
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- [General Student Misconduct Form](#): Use this form to report potential violations of the UVM Code of Student Conduct. Examples include use of alcohol, cannabis, and/or tobacco, physical assault, threats, or student organization violations.
- **If you need physical or mental health support, you may contact the [Center for Health and Wellbeing at UVM \(confidential\)](#), which provides physical and mental health care services are open to all full-time UVM students, including undergraduate, graduate, and medical.**
 - Phone: 802-656-3350 for primary care and 802-656-3340 for mental health care.
 - Email: health@uvm.edu.
- **If you are a medical student at LCOM or a resident at LCOM or UVMHC, you may use the following resources to report concerns.**
 - [Office of the Learning Environment \(option for anonymity\)](#): Medical students and residents can use this resource to report a concern regarding behavior from students, faculty, or staff within LCOM. This resource is not available to graduate or undergraduate students at UVM.
 - Phone: 802-656-5466.
 - Email: Nathalie.Feldman@med.uvm.edu.
 - The Office of the Learning Environment also maintains a [webform](#) that medical students and residents can use to report a concern anonymously.
- **If you are a graduate student at UVM, you may use the following resources to report concerns confidentially.**
 - [Graduate Student Ombudsperson \(confidential\)](#): Ralph Swenson. The Graduate Student Ombudsperson is responsible for providing independent, confidential, informal, and impartial assistance to graduate students on matters affecting their graduate education. Contact Rachel Norris, Student Success Coordinator to be put in contact with Ralph.
 - Email: Rachel.K.Norris@uvm.edu.