

SANILAC COUNTY COMMUNITY MENTAL HEALTH AUTHORITY

ADMINISTRATIVE POLICY

NUMBER: BA102

NAME: CULTURAL COMPETENCY AND DIVERSITY

INITIAL APPROVAL DATE:	12/02/2020	BY: Administrative Committee
(LAST) REVISION DATE:	09/18/2023	BY: HR Manager
(LAST) REVIEW DATE:	09/21/2023	BY: Policy Committee
DISCONTINUED DATE:	N/A	REPLACE BY: N/A

I. **PURPOSE**

It is the policy of Sanilac County Community Mental Health Authority (Sanilac CMH) to provide a diverse, inclusive, and equitable workplace where all employees, whatever their gender, race, ethnicity, national origin, age, sexual orientation, sexual identity, education, and/or disability feels valued and respected. We are committed to a non-discriminatory approach and providing equal opportunity for advancements in all departments and worksites. We respect and value diverse life experiences and heritages and ensure that all voices are valued and heard. We're committed to modeling diversity, cultural competency and inclusion for all staff and individuals served by our organization. We strive to maintain an inclusive environment with equitable treatment for all.

II. **APPLICATION**

Populations: **ALL**
Programs: **Direct - ALL**
Contracted – ALL

Diversity: The practice or quality of including or involving people from a range of different social and ethnic backgrounds and of different genders, sexual orientations, etc.

Equitable Treatment: To ensure that everyone has an equal opportunity and is not treated differently or discriminated against because of their characteristics.

Cultural Competency: Cultural competence is the ability of an individual to understand and respect values, attitudes, beliefs, and mores that differ across cultures, and to consider and respond appropriately to these differences in planning, implementing, and evaluating health education and promotion programs and interventions.

III. **STANDARDS**

It is the policy of Sanilac CMH to recruit and retain staff that reflect the mission of the agency, the population of the county, and are competent and qualified to effectively respond to the needs of the community that we serve.

In view of this, the administration will plan and recruit positions to assure sufficient services in those areas or programs identified as most needed for those receiving or requiring mental health services in Sanilac County. Staff will meet minimum qualifications for their position as identified in the Sanilac CMH job descriptions, funding standards, and all applicable laws. Continuing education and professional development will be encouraged for all staff according to agency policies.

Sanilac County Community Mental Health Authority Policy Manual

Sanilac CMH provides an equal opportunity in employment to all employees and applicants for employment. No person is to be discriminated against in employment because of race, religion, national origin, color, age, height, marital status, gender, transgender, genetic information, disability, or veteran status.

The agency will encourage proportional recruitment and continued employment for representatives of all groups served, including but not limited to, those representing the cultural or racial heritage, religious affiliation, or disability of individuals that we served. The agency will adhere to all laws and standards related to equal opportunity employment, such as Title VII and the Americans with Disabilities Act.

Sanilac CMH will provide appropriate services to all individuals that receive services. Staff will promote mutual respect and awareness of people of varied cultures. Staff will understand that beliefs may influence a person's likelihood to seek treatment as well as his/her response to health, illness, disease, and death. Staff will utilize varied communication methods with individuals, including alternatives to written communication for those who are sensory impaired or have limited English proficiency. The agency will ensure interior design, pictures, posters, artwork, reading materials, brochures, and videos reflect a friendly environment.

Sanilac CMH's Responsibilities:

To ensure our leadership can provide informed cultural equality, all Sanilac CMH's staff will be expected to:

Staff will promote mutual respect and awareness of people of varied cultures. Staff will understand that beliefs may influence a person's likelihood to seek treatment as well as his/her response to health, illness, disease, and death.

Staff will lead with respect and tolerance to all individuals and co-workers, we expect all employees to embrace this notion and to express it in the workplace interactions throughout everyday practices.

Staff will understand that diversity, equality, and inclusion are directly connected to our mission and is critical to ensure the well-being of both staff and individuals served.

The agency is committed to allowing time for training in diversity and cultural competency to ensure that the responsibilities are understood and followed. It is the responsibility of managers and supervisors in all programs to ensure that staff members are trained regarding the expectation of this policy. Non-adherence to these standards will not be tolerated.

This policy will be reviewed and evaluated as needed, at a minimum of annually by the Human Resources Department/Policy Committee.

Any employee who feels they are the victim of discrimination has a responsibility to report this to Human Resources and/or the CEO.

IV. ATTACHMENTS

V. REFERENCES