GMU-POL-S05-028 - Employees of Determination

Standard 05: Faculty and Professional Staff

Process Owner	Vice Chancellor Academics
Prepared by	Quality Assurance & Institutional Effectiveness Unit
Reviewed by	Vice Chancellor Quality and Global Engagement
BOT Approval	Approved
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Modification History

Policy / Version Number	Date	Revision Summary
1.1	31.05.2024	Regular review– no amendments.

Relevant to

All Employees and staff of GMU

Purpose and Scope

This document outlines our policy for supporting disabled employees, in line with our legal obligations and our duty of care. A separate statement outlines in detail the approach to supporting employees with determination and provides additional guidance for staff. The University is committed to ensuring special ability does not provide a barrier to existing and prospective employees.

Our objectives are to:

- ensure the accessibility of our physical and virtual environment for all
- ensure our recruitment criteria do not create unnecessary barriers
- provide support to disabled Employees.
- Our employee community encompasses disabled employees and those that may become disabled while working with us
- encourage special ability disclosure among our employees, while maintaining confidentiality
- work with disabled employees to determine support needs
- ensure the support to disabled employees remains relevant

- ensure our processes for career development take cognisance of the needs of disabled employees.
- support managers in responding to the needs of disabled employees

This policy covers all GMU employees who are People of Determination and are covered by the UAE Federal Law No. (29) of 2006 Concerning the Rights of People of Determination.

Abbreviations and Definitions

GMU: Gulf Medical University

Discrimination: When a person with special ability is treated less favorably

Policy

1. Employees with determination shall have equitable access and practical support to participate fully in the life of the University, including but not limited to:

- access to services and events.
- access to buildings and facilities.
- receiving information in accessible formats.
- receiving a high-quality service from employees.
- opportunities to make complaints and provide feedback.
- opportunities to participate in public consultation and
- GMU shall provide resources and professional development opportunities to assist employees with determination to meet their learning and support needs.

2. To obtain support and reasonable adjustments, employees shall provide documentation from a qualified and relevant health professional regarding their special ability, to the GMU's HR department.

3. GMU and its community shall respect rights to confidentiality and decision to disclose personal information of the employees with determination. However, employees will be encouraged to discuss with HR the effect of their special ability on their duties and accomplishment of professional goals.

4. Statistical information on employee with determination will be recorded to facilitate planning for the continued development of quality of services.

5. GMU shall foster positive informed and unprejudiced attitudes towards employees with determination.

6. Facilities for employees with determination: GMU shall provide accessible facilities for employees with determination which shall include all below but not limited to:

- Ramps

- Wheelchair provisions
- Escalators
- Special Parking arrangements
- Special provisions in Washrooms.

7. Support and services for employees with determination: GMU shall provide support services for employees with determination which shall include all below but not limited to:

- personnel counselling programs.
- Reasonable adjustments with respect duty timings, work life balance, etc.
- employees with food related diseases, shall have access to special food through the full-time nutritionist available at the Campus food court.

8. Access schemes for employees with determination

- Health Insurance program
- Special discount for the Body & Soul Health club of GMU.
- Special discounts to services at the on-campus Thumbay Physical Therapy and Rehabilitation Centre such as Neurological Rehabilitation, Neuropsychology, Orthopedic Rehabilitation, Speech Therapy and Sports Medicine.
- Diet delivery system as per the campus Nutri fresh program to support employees with determination.