

The following links will take you to the forms to report mistreatment. Before submission, please note the following:

1. There are two pathways for reporting mistreatment. One is facilitated through the School of Medicine (the Associate Deans for Engagement and Excellence and Graduate Medical Education) and the other through one of two ombudspersons affiliated with Northwell Health but not intimately involved with the school. Whomever you choose will initiate an investigation of the incident which will end with an official report and recommendation to the department (potentially involving human resources) regarding the reported individual.
2. If you wish to talk to someone about the incident prior to submission of the form, please reach out to the following:
 - a. For ZSOM:
 - i. Robert Roswell, MD, FACP, FACC, Associate Dean for Engagement & Excellence
RRoswell@northwell.edu
516-463-7163
 - ii. Andrew Yacht, MD, Associate Dean for Graduate Medical Education
AYacht@northwell.edu
516-266-5050
 - b. For ombudsperson:
 - i. Nick Fitterman, MD, President, Huntington Hospital
Nfitterma@northwell.edu
631-351-2200
 - ii. Francine I. Hippolyte, MD, Vice Chair, Obstetrics and Gynecology, Long Island Jewish Medical Center
Fhippoly@northwell.edu
718-470-7660
3. Reports may be submitted confidentially or anonymously. The Zucker School of Medicine will protect the confidentiality or anonymity of members as directed by the reporter of mistreatment.
 - a. *Confidential* reporting implies that only those individuals directly involved in investigating and/or resolving the issue will know:
 - the identity of the individual making a report
 - the individual accused of mistreating a learner
 - the information relating to the report of mistreatment

Those individuals conducting the investigation will be able to reach out to the person reporting the incident for clarification and/or additional information.

Note that if the report is submitted confidentially, we pledge to provide updates and feedback regarding the investigation but please know that the full details of the official report may not be able to be shared (due to privacy issues and human resource policies).

- b. *Anonymous* reporting implies that the identity of the individual making the report remains unknown to all. Any investigation that follows will be limited to whatever information is presented in the report. Obviously if the individual making the report was the only person involved in the interaction, that person may be identifiable to the accused.

Note that those who report the incident anonymously will not be able to receive any updates and feedback about the investigation/outcome.

4. The ZSOM and Northwell Health take the issue of retaliation extremely seriously. Retaliation against any individual making a report of mistreatment is strictly prohibited and may be grounds for immediate disciplinary action including dismissal. Retaliation against any individual participating in an investigative or disciplinary process related to this policy is also strictly prohibited. Any individual under investigation is made aware of this policy at the outset of the investigation.
5. Intentionally making false accusations can have a negative impact on the individuals involved and the ZSOM community. Anyone who knowingly and intentionally files a false complaint under this policy may be subject to disciplinary action.
6. What information you will need to report:
 - Name of person being reported for mistreatment (first and last name)
 - Relationship of that person to you
 - Date of incident
 - Place where incident occurred
 - Description of the incident (Include witnesses if any)
 - Your preferred contact information (email, phone number or both) ***only if reporting confidentially. You may omit this if anonymously reporting.***

To make a report to the ZSOM pathway [click here](#).

To make a report to the Ombudsperson pathway [click here](#).

Links to relevant policies:

- <https://medicine.hofstra.edu/policy/policy-appropriate-treatment.html>
- <https://medicine.hofstra.edu/students/respectful-culture.html>