

MEETINGS ANTI-HARASSMENT POLICY

American Academy of Neurology
American Academy of Neurology Institute

1. Background. The American Academy of Neurology (“AAN”) and American Academy of Neurology Institute (“AANI”) (collectively, “Academy”) promote an environment of respect, professionalism, fairness, integrity, empathy and inclusiveness. These values are reflected in the Academy’s Core Values and Code of Professional Conduct. The Academy’s commitment to its values is also reflected in its Anti-Harassment and Workplace Safety and Security policies, which prohibit sexual and other discriminatory harassment against Academy employees.

This Meetings Anti-Harassment Policy further promotes the Academy’s values by defining the expectations for **all participants** in any Academy meeting and related social events. The Academy is committed to providing a meeting environment that is free from all forms of discrimination and harassment based on race, color, creed, religion, national origin, sex, sexual orientation, disability, age, marital status, status regarding public assistance, veteran or military service status, or any other legally protected status. When used in this policy, “Participant” means anyone participating in any Academy meeting, including all attendees, members, speakers, staff, contractors, vendors, and exhibitors. (In this policy, “including” means “including, but not limited to.”) This policy applies to all meetings, both virtual and in-person, hosted by the Academy, including the Annual Meeting, conferences, and any meeting of any Academy entity including the Boards, committees and subcommittees, and all ancillary or unofficial social events held in conjunction with any Academy meeting (collectively, “Meeting”).

2. Expected Behavior. The Academy expects all Meeting Participants to behave responsibly and professionally and to abide by this Meetings Anti-Harassment Policy. This policy applies whether the harassment is committed by an employee, AAN member, volunteer, vendor, exhibitor, or other Participant. The Academy expects Participants to comply with the following:

- a) Treatment of others. Participants must exercise professionalism, consideration, and respect in their speech, comments, and actions, and must refrain from demeaning, discriminatory, disruptive or harassing behavior, speech, or comments. Participants who experience or witness harassment are encouraged to report it as provided in paragraph 4, below.
- b) Safety and security. Participants should alert Academy staff if they notice a dangerous situation or someone in distress.
- c) Responsible alcohol consumption. At many Academy networking events both alcoholic and non-alcoholic beverages are served. The Academy expects Participants at these events to drink alcoholic beverages responsibly. Academy and event staff have the right to deny service to Participants for any reason and may require a Participant to leave the event.

3. Unacceptable Behavior. The Academy will not tolerate sexual, discriminatory, or other harassment by any Participant during any Meeting. Unacceptable behaviors include:

- a) Unwelcome and uninvited attention or contact with another Participant;
- b) Verbal or written comments, or visual images, that are sexually suggestive, or that denigrate or shows hostility or aversion toward an individual, or group of individuals, and that create an intimidating, hostile, or offensive environment, or that unreasonably interfere with an individual's ability to participate in the Meeting;
- c) Inappropriate, unnecessary, or irrelevant use of nudity and/or sexual images;
- d) Intimidating, harassing, abusive, discriminatory, derogatory or demeaning speech or actions by any Participant during any Meeting, any related events, and in one-on-one communications carried out in the context of any Meeting;
- e) Harmful or prejudicial verbal or written comments or visual images related to gender, sexual orientation, race, religion, disability, age, appearance, or other personal characteristics;
- f) Deliberate intimidation, following or stalking;
- g) Harassing photography or recording;
- h) Physical assault (including unwelcome touching or groping);
- i) Real or implied threat of physical harm; or
- j) Real or implied threat of personal, professional, or financial damage or harm.

4. Reporting Unacceptable Behavior. The Academy will include this policy or a rendition of this policy in Academy Meeting materials and provide a phone number or other means of reporting behavior that may violate this policy. Academy employees who are subjected to unacceptable behavior during a Meeting, by any type of Participant, should follow the process described in the Employee Anti-Harassment Policy. Any Participant subjected to unacceptable behavior during a Meeting should report the behavior to Academy staff and the applicable local authorities if the Participant's safety is threatened or the Participant otherwise feels it is necessary.

5. Consequences of Unacceptable Behavior. Unacceptable behavior from any Participant during any Academy Meeting will not be tolerated. If a Participant engages in unacceptable behavior, the Academy may take any action that it deems appropriate.

- a) If the unacceptable behavior is committed by an employee, the Academy will follow the process described in the Employee Anti-Harassment Policy.
- b) If the unacceptable behavior is committed by a non-employee Participant, the Academy will review the situation in a timely manner, taking into consideration the relevant facts

and circumstances. The complainant and any parties involved may be asked to make their statements in writing. Consequences for committing unacceptable behavior may include removal from, or denial of access to, the Meeting (without refund) at which the behavior occurred or exclusion from future Meetings.

- c) If the unacceptable behavior is committed by an AAN member, additional consequences may include suspension or expulsion from AAN membership. The Executive Committee of the AAN Board will provide the AAN member at least 15 days' prior written notice of the suspension or expulsion, and the reasons for it, and an opportunity for the member to be heard, orally or in writing, not less than 5 days before the effective date of the suspension or expulsion. All suspensions and expulsions are reported to the National Practitioner Data Bank.
- d) The Participant reporting the unacceptable behavior will be informed of the results of the Academy review and any actions taken by the Academy. Academy review and action in no way restricts a Participant's ability to file a separate complaint with other applicable organizations or take any other action outside of the Academy.

Policy History: Approved by Executive Committees of the AAN and AANI Boards of Directors – April 19, 2018. Amended AAN and AANI Boards of Directors – July 21, 2020.