

Graduate School of Medicine

Discrimination, Bullying and Sexual Harassment Guide



This is a reference guide for UoW Graduate Medicine students on the definitions, policies and avenues for reporting and seeking support to identify and manage incidents of bullying, sexual harassment and discrimination.

Table of Contents

UoW Medicine	4
Bullying, Harassment & Discrimination	5
What is Bullying	5
What is not Bullying:	5
What is Discrimination.....	5
What if this applies to you?	6
Sexual Harassment and Assault	8
What is Sexual Harassment.....	8
What is not Sexual Harassment:.....	8
What is Sexual Assault.....	8
Consent.....	9
What if this applies to you?	9
Follow Up on Reports	12
Anonymous reports.....	12
If you are unhappy with the outcome of the report	12
Confidentiality.....	12
Responsibility.....	12
Misconceptions about speaking out	13
Indigenous Student Support	14
The Bullying and Safety Education Team - BASE Team	15
Student Contacts	16
The SARC Team	17
Supports Services in our Area	18
Policy Link	19
Resources	20

Sexual Harassment and Sexual Assault: Summary of Evidence at UoW

Almost 1 in 5 (18.5%) students at UoW have experienced sexual harassment and approximately 1 in 20 (6%) students have experienced a sexual assault since starting university (Universities Australia, 2022). Unfortunately, this is not an isolated issue. The national survey found similar levels of sexual assault across universities nationally (Heywood et al., 2022). Additionally, levels of sexual harassment amongst junior doctors in NSW are similar, highlighting the fact that it is not an issue which ends when we graduate medical school (Llwewellyn A et al, 2018).

Despite the gravity of the statistics, the reality is that these are not just numbers, but are people who attend classes with you, eat at the same outlets as you, and form part of the same GSM and wider UoW community with you. They have survived a traumatic experience they should never have lived through. As a school we have a responsibility to put an end to it here and lead the way in shifting the hospital culture in NSW and beyond.

Providing support for the disclosure of sexual harassment and sexual assaults is a fundamental requirement for the creation of a safe and respectful environment on campus. However, the incidents and assaults described above were underreported to the university. Only 1 in 4 (24.1%) of students who experienced sexual assault sought support or assistance from UoW and even fewer made a formal complaint (5.5%) (Universities Australia, 2022). It is concerning that approximately half of UoW are unaware of where to seek support or assistance regarding sexual harassment or assaults, and similar numbers are unaware of any complaints processes (Universities Australia, 2022).

There are many barriers to reporting sexual harassment and assaults including a lack of understanding about what constitutes sexual harassment and assault, a sense of shame regarding the experiences or a fear of not being taken seriously, and fear of the repercussions from reporting (Nisbett et al., 2022). This document seeks to address some of these issues by describing precisely what behaviours are unacceptable. It summarises the GSM and university policies and provides a point-of-contact for staff and students to support you.

UoW Medicine

Bullying, harassment and discrimination are nowadays reported more frequently, not just in workplaces but also in universities. It takes knowledge to differentiate between unpleasant behaviour and that of bullying, harassment and discrimination. It takes courage to speak up against it or to report it.

As a Medical School we have a responsibility to maintain the high standard of our profession. This responsibility is to the profession, the community as well as students and colleagues. It is therefore important for us to raise awareness, educate, provide options for reporting and support all affected by bullying, harassment and discrimination. We take any reports of witnessed experiences of bullying, harassment and discrimination seriously and will address them

This booklet has been created by students, for students, with university supports, and is a resource for you to learn about, and help us address this difficult issue. We want you to continue to work with us to work towards a safe and respectful environment for all.

Dean Of Medicine

Professor Zsuzsoka Kecskes

In UoW Graduate Medicine, we are one big family. WUMSS takes pride in supporting all students as best we can to make sure you are enjoying your time at UoW Medicine as best as you can.

We do not tolerate bullying in any form. We want to nurture a safe environment for everyone in our UoW GM family, and we are always here for support if you do not feel safe or feel you are not being respected the way you should be. Whether you feel you are experiencing physical, emotional, sexual, cyber or any other kind of abuse, we want you to feel like you can report this and feel safe again.

WUMSS President

Dugald O'Neill

SWWIM is a representative body focusing on the advocacy and representation of medical students identifying as women. As such, we are so proud to be partnering in the development and enforcement of the Discrimination, Bullying and Sexual Harassment guidelines. SWWIM is a safe space that takes a hard stance against bullying, sexual harassment, and discrimination in all forms. In a professional field that brings its own set of gendered challenges, there is incredible power in women supporting women. Whatever that looks like or means to you as an individual, we endeavour to best represent and support you to ensure that your medical school experience is a safe and positive one.

SWWIM Co-Presidents

Zali Annesley & Lucy Pollock



Bullying, Harassment & Discrimination

What is Bullying

Harassment is any unwanted behaviour, physical or verbal (or even suggested), that makes a reasonable person feel uncomfortable, humiliated, or mentally distressed

Bullying occurs when a person or group of people repeatedly act unreasonably by using force, coercion or threats to intimidate or dominate another person, therefore creating a risk to their wellbeing, health and safety.

Some examples of unreasonable behaviour include persistent use of abusive, insulting or offensive language, aggressive yelling or shouting, circulating inappropriate or embarrassing photos or videos via email or social media, etc. Whether a behaviour is inappropriate can depend on whether a reasonable person might see the behaviour as unreasonable in the circumstances

What is not Bullying:

In clinical and non-clinical settings, it can be hard to define what bullying is. It is important to differentiate legitimate feedback from bullying. All supervisors and academic staff can and will provide feedback to you at some point throughout your training which can involve criticism, comments, feedback, and advice.

It is important that this is delivered respectfully and in a constructive manner so that it doesn't not humiliate or intimidate the receiver.

If you are ever unsure about whether a situation or behaviour may be considered to be bullying, discuss the circumstances with a trusted staff member or support person.

What is Discrimination

Discrimination happens when someone is not treated fairly or given the same opportunities because of their race, colour, sex, sexual orientation, age, gender identity, gender expression, intersex status, marital or relationship status, family or carer's responsibilities, pregnancy, religion, political opinion, national extraction, social origin, disability or physical or mental disability, which include:

- physical, intellectual, psychiatric, sensory or learning disabilities
- physical appearance
- disorders, illness or diseases that affect thought processes, perceptions of reality, emotions or judgement, or results in disturbed behaviours
- presence in body of organisms causing disease or illness

Bullying & discrimination can take place between

- staff members, both with and without positions of senior authority;
- between two students
- a staff member and a student
- a staff member and an affiliate
- an affiliate and a student
- a staff member or student and another person on campus.

What if this applies to you?

If you are in IMMEDIATE DANGER OR DISTRESS:

- If someone is in immediate danger or distress call 000
- Contact UoW Security or raise an alarm through UoW SafeZone app
- If you are safe but require assistance, contact the UoW 24-Hr Student Wellbeing Line.

These phone numbers are staffed 24 hours a day, all year round.

Informal Resolution

- A person who believes that they are being bullied, harassed or discriminated, they should speak to the person exhibiting the behaviour, if they feel safe to do so.
- Staff or students who believe that they have been exposed to or who have been accused of this unwanted behaviour should reflect on the situation and seek guidance on the next steps to take.
- You may also be able to talk to a trusted peer, UoW staff or clinical for advice. An informal resolution could result in UoW staff speaking to the person exhibiting the unwanted behaviour on your behalf, keeping your information confidential.

Anonymous Reporting

- It is possible to make an anonymous report through the Complaints Management Centre: <https://bpsproxy.uow.edu.au/bpmproxy/app/submit-feedback>
- If you do make an anonymous report, we do encourage you to seek support from the university or an external service provider
- Anonymous reporting does not allow for continuing support for you and hinders natural justice for the person accused of unwanted behaviour as well as the person experiencing it

Formal Resolution

- If a person wishes to escalate the complaint, they should report the matter to their supervisor, subject coordinator or Head of Students to help resolve the matter. If the bullying behaviour concerns that person, then the matter should be reported to the next most senior person.
- SARC Reporting
 - A report may be made direct to SARC via uow-sarc@uow.edu.au or through the options available on this website
<https://www.uow.edu.au/student/support-services/safety-and-respect/report/>
 - Following a submission, a SARC case manager will contact the complainant and work with them to ascertain the support appropriate for their needs and discuss the options available to them in terms of reporting to the police or university. Reports are aimed to be handled within 24 hours
 - SARC can assist with reporting to police if necessary.
 - Reporting to NSW Health may also be facilitated through SARC as they have liaison officers that work together with NSW Health
 - If your complaint occurred whilst on placement within NSW health you may submit a complaint via the ABAL, contacting the Human Resources Staff

Sexual Harassment and Assault

Sexual harassment is an unwelcome sexual advance, request for sexual favours or unwelcome conduct which would cause a person in similar circumstances to feel offended, humiliated or intimidated. Sexual harassment does not need to be repeated or continuous acts to constitute harassment.

What is Sexual Harassment

- Unwelcome or inappropriate physical contact including staring, touching, hugging, sexual gestures or cornering
- Displaying, requesting or threatening to share sexually explicit pictures
- Repeated or inappropriate invitations to go on dates
- Intrusive questions or comments about private life or physical appearance
- Sexually explicit comments made in person or via phone call, email, SMS or social media platforms
- Comments or jokes of a sexual nature
- Requests or pressure for sex or other sexual acts
- Stalking behaviours

What is not Sexual Harassment:

- Consensual behaviour based on mutual attraction, friendship and respect
- An interaction must be consensual and welcome

What is Sexual Assault

- Any sexual behaviour you have not consented to, including:
 - Unwanted touching
 - Exposure to sexual acts
 - Sexual images taken without consent
 - Any form of non-consensual sexual penetration
- Sexual assault can occur physically or through exposure to sexual materials either in person or online

Consent

Sexual assault arises due to a lack of, or inability to provide consent.

As of June 2022, New South Wales has new affirmative consent laws meaning, consent requires ongoing and mutual communication and free and voluntary agreement between people each time they participate in any kind of sexual activity. Consent to sexual activity must be communicated by words or actions, and there is a responsibility on the person initiating the sexual activity to take steps to find out whether the other person is consenting.

Consent must be clearly communicated and can be withdrawn at any time.

Consent should be given freely and voluntarily. It cannot be given where a person is:

- Intoxicated by drugs or alcohol
- Unconscious or asleep
- Intimidated, coerced, or threatened
- In a position where there may be an abuse of authority or trust

For more information on affirmative consent, you can read about the *Make No Doubt* campaign here: <https://www.nsw.gov.au/family-and-relationships/make-no-doubt>

What if this applies to you?

If you are in IMMEDIATE DANGER OR DISTRESS:

- If you are in danger call 000 for Police
- If you are injured or need medical attention, call 000 for an ambulance.
- Contact UoW Security on +61 2 4221 4900 or raise an alarm through UoW SafeZone app
- Go to the nearest hospital emergency department

Seeking Support:

1. If you require medical assistance of a non-emergent nature, make an appointment with a GP service as soon as possible. The Illawarra Domestic Family Violence and Sexual Assault Service can assist if you are uncertain of steps to take

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2. Contact SARC who can provide support and information about the options available to you. SARC support is available to any UoW student who experienced abuse regardless of where or when the abuse occurred
 3. Reach out to Student Counselling Services or community-based support services.

Taking Action:

1. Individuals are encouraged to reach out to staff within UoW for support and assistance. This is referred to as a making a disclosure and does not mean that you are making a formal report to UoW. Refer to Making a disclosure below
2. If you feel safe and confident, you are within your rights to raise your concern directly with the other party involved.

Making a disclosure:

- A disclosure is notification to someone within UoW of an incident involving sexual harassment or assault. This does not mean a formal report is initiated.
 - Please note that in some instances, UoW is legally required to action a Disclosure made, including where they believe an individual is at risk of harm or in accordance with s316 of the Crimes Act 1900 (NSW). For more information, please refer to the Sexual Harm Response Policy found on the UOW website or at the end of this document.
- Individuals involved in, or that are made aware of, incidents of sexual assault or harassment should contact a trusted staff member, SARC and/or, if a staff or affiliate is involved, Employment Relations Unit
- A report may be made direct to SARC via uow-sarc@uow.edu.au or through the options available on this website <https://www.uow.edu.au/student/support-services/safety-and-respect/report/>
 - Following a submission, one of the SARC coordinators will contact the Individual who has experienced the behaviour and work with them to ascertain the support appropriate for their needs and discuss the options available to them in terms of reporting to the police or university. Reports are aimed to be handled within 24 hours.
- Anonymous reports can be made via the above avenues or through the UoW Online Complaints Management Portal

Formal Reporting:

- UoW strongly encourages individuals who have experienced behaviour described above to lodge a Formal Report.
- These can be lodged through any of the avenues mentioned above
- Where the behaviour exhibited was by a UoW student, staff member or affiliate and a Formal Report to UoW is lodged and an investigation is initiated, UoW's relevant Specialist Area will investigate the matter in relation to relevant UoW policies and procedures, along with referral to external agencies, such as the police, if applicable.
- While you will know that your report will be investigated, you may not know the outcome of any investigation
- Where the person exhibiting the behaviour is not a UoW student, staff member or affiliate, UoW is unable to investigate. However, the matter can still be referred to Police
- Police can be contacted through Policelink, your local police station, or through SARC
- Reporting to NSW Health can be achieved through SARC via liaison officers that work together with NSW Health.
 - You are also able to report this directly to NSW Health via the Human Resources Staff or your Discipline Lead.

However, you choose to disclose or report to UoW, ongoing support is available from SARC.

Follow Up on Reports

Anonymous reports

UoW's ability to respond to anonymous reports may be limited and UoW may not be able to investigate the matter. In such instances, UoW will use the information provided to assess potential risk

If you are unhappy with the outcome of the report

If you feel that your report has not been appropriately handled, you can escalate the investigation through the UoW Online Complaints Management Portal. If you wish to escalate the issue beyond UoW, you should refer to the NSW Ombudsman Complaints Service for support.

Confidentiality

All parties involved in making a disclosure or lodging a formal report to UoW are expected to maintain confidentiality and respect the privacy of all individuals involved. UoW's Grievance Policy (Clause 8) provides detailed requirements of confidentiality. The parties involved in a formal report to UoW will be provided information about the progress of the investigation and the outcome in accordance with the Procedure for Managing General Misconduct by a Student. Contact SARC for more information about this

Responsibility

If you are involved in a formal complaint, you are asked to:

- i. Follow the complaint and resolution process outlined in this document as far as practical, noting that every situation will be different.
- ii. Actively participate in attempts to resolve the grievance.
- iii. Refrain from victimising or harassing any party involved in the grievance.
- iv. Recognise that the principles of procedural fairness must be followed for all parties
- v. Understand that each person has the right to confidentiality, and every discussion should be treated confidentially

Misconceptions about speaking out

"It will affect my career later in life"

This is a very common fear that can prevent people from speaking up and coming forward about issues they are facing but it is rarely true.

UoW and NSW Health make every effort to ensure these complaints are handled in the most professional and in a way that will not negatively affect you or your career

"It's only going to make everything worse"

You have a right to feel safe in a learning environment and safe at placement. By speaking up, you are bringing awareness to an issue, and providing the best chance possible for a resolution to be reached

"No one will believe me"

Many of these situations occur when you are alone and there are no bystanders to witness what is happening.

You should speak to people that you trust about the situation.

There may be several others, unknown to each other, that have had a similar experience. Reporting the incident may not only validate your experience and feelings but may provide support to others.

I don't want to create a hassle for staff/ academics/ supervisors.

Staff, academics, or supervisors are likely not aware of the situation that you are experiencing.

It is common to feel guilt about causing others to become involved in the issues you are facing. This sentiment should never be carried by the victim in the situations.

These people are here to support and help you in every aspect of your studies/ placement.

I saw it happen, but it didn't happen to me.

As a bystander you should always stand up and help others that you see are not being treated respectfully. This can occur in many different scenarios but as a rule of thumb, if you see something that you believe isn't right, you should always speak up.

Offer support and a listening ear to the person who is immediately affected to help and support them in coming forward to report the issue. Even if this person doesn't want to come forward, you have an invaluable role in making the environment safer for those around you.

Indigenous Student Support

If you feel more comfortable discussing these matters with mob, the Woolyungah Indigenous Centre on campus can help liaise with SARC and the GSM to help you feel safe and reach a resolution.

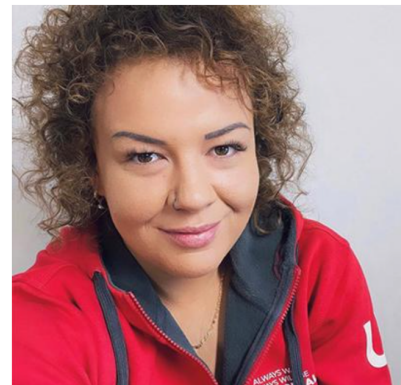
Feel free to reach out to our Academic lead within the GSM for Indigenous health, A/Professor Maria Mackay, WUMSS Indigenous Representative or anyone at WIC.



Adam Ridgeway
*Indigenous Student Success
Specialist*



Jessica Rees
*Indigenous Student Success
Advisor*



Emma Stewart
*Indigenous Student Success
Advisor - Bega*

The Bullying and Safety Education Team - BASE Team

The Graduate School of Medicine have identified staff members who are willing to make themselves available to students experiencing bullying, sexual harassment, or discrimination. These staff have had training in managing challenging situations and know how to best support you in times of need. However, you are welcome to approach any staff member for assistance.



A/Prof Kylie Mansfield
Director of Curriculum
Email: kylie@uow.edu.au



A/Prof Maria Mackay
Academic Lead Indigenous
Health
Email: mmackay@uow.edu.au



Dr Megan Thomas
Associate Head of School:
Equity, Diversity & Inclusion
Email: megant@uow.edu.au



Dr Darryl McAndrew
Head of Students
Email: mcandrew@uow.edu.au



A/Prof Rowena Ivers
Chair of Phase 3
Emailer: rivers@uow.edu.au



A/Prof Elizabeth Clingan
Clinical Associate Dean
Wollongong Hospital
Email: eclingan@uow.edu.au



Professor Andrew Bonney
Roberta Williams Chair of General
Practise, Associate Head of School
Research Strategy
Email: abonney@uow.edu.au

Student Contacts

We understand that sometimes, it is easier to talk to your peers about sensitive issues before seeking help. The following student roles have undertaken “Responding to Disclosures” training in 2023 to be able to best support you:

- WUMSS President
- WUMSS Vice Presidents
- WUMSS Indigenous Representative
- WUMSS LGBTQIA+ Representative
- WUMSS Health and Wellbeing Officer
- WUMSS Women in Medicine Representative
- SWWIM Presidents
- SWWIM Secretary
- SWWIM Treasurer
- SWWIM Liaison Officer

WUMSS

<https://www.wumss.org>

Facebook: Wollongong University Medical Students’ Society - WUMSS

Instagram : @wumssofficial

SWWIM

Email: swim.uow@gmail.com

Facebook Group – Society for Wollongong Women in Medicine

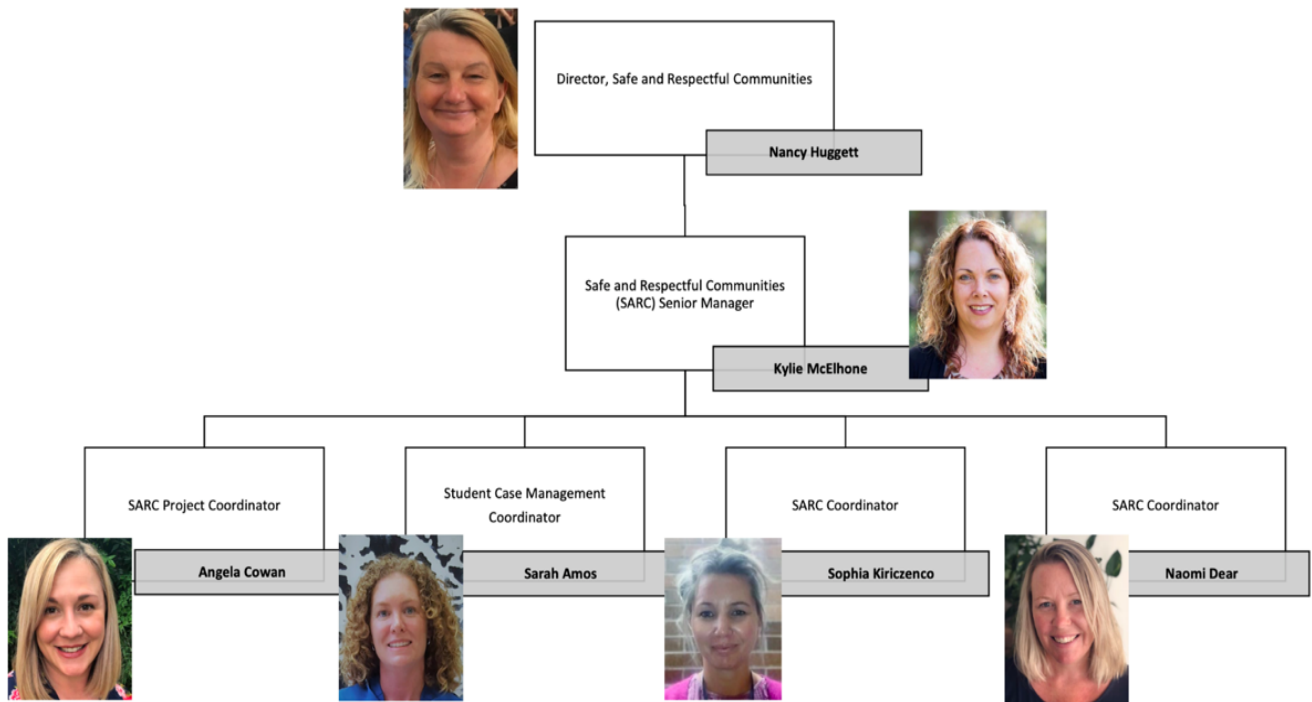
Instagram : @swwimofficial

Safe and Respectful Communities Team - SARC

Someone from the SARC team will be able to provide support and information about the options available to you.

SARC support is available to any UoW student who has experienced abuse regardless of where or when the abuse occurred.

Please refer to the above pathways to get in contact with SARC or on the support services page (pg 18)



Supports Services in our Area

UoW Counselling Services

UoW Counselling Services is staffed by professional counsellors who offer free short-term (1 to 6 appointments) confidential psychological intervention for students.

<https://www.uow.edu.au/student/support-services/counselling/>

UoW 24 Hour Student Wellbeing Support Line for immediate help.

Ph: 1300 036 149

Text: 0488 884 164

Security on Campus

- In an emergency dial Triple Zero, 000 for Police, Fire Brigade or Ambulance
- Contact UoW Security (Wollongong Campus) on 4221 4900
- Contact Security (Shoalhaven Campus) on 4227 8062

Emergency assistance

If you are in need of urgent help or believe your life is being threatened, please call Triple Zero (000).

UoW Security is also on hand 24 hours a day 7 days a week to provide assistance, first aid and security escorts. You can call or request their services via the [SafeZone app](#) or by phone on (02) 4221 490

UoW Safe and respectful Communities (SARC)

Responsible for supporting students who have witnessed or experienced sexual assault, harassment, domestic and family violence, bullying or discrimination.

P: 4221 3344

E: uow-sarc@uow.edu.au

W: uow.info/respect

Other Services

Lifeline

T: 13 11 14

Kids Helpline (Up to 25 yrs)

T: 1800 551 800

Domestic Violence Crisis Centre

T: 02 6280 0900

Suicide Call Back Line

T: 1300 659 467

Beyond Blue

1300 22 46 36

Webchat: <https://www.beyondblue.org.au/support-service/chat>

1800 RESPECT 24 hr phone line

T: 1800 737 732

www.1800respect.org.au

Medical Services

Drs 4 Drs

<https://www.drs4drs.com.au>

Policy Link

SEXUAL HARASSMENT:

<https://documents.uow.edu.au/content/groups/public/@web/@gov/documents/doc/uow058719.pdf>

DISABILITY:

<https://documents.uow.edu.au/content/groups/public/@web/@gov/documents/doc/uow058672.pdf>

BULLYING:

<https://documents.uow.edu.au/about/policy/UOW066134.html>

SEXUAL HARM:

<https://documents.uow.edu.au/content/groups/public/@web/@gov/documents/doc/uow263409.pdf>

Resources

Heywood, W., Myers, P., Powell, A., Meikle, G., & Nguyen, D. (2022). National Student Safety Survey: Report on the prevalence of sexual harassment and sexual assault among university students in 2021. Melbourne: The Social Research Centre.

Nisbet, L., Halse, G., van Esbroek, E., Heywood, W., Powell, A. & Myers, P. (2022). National Student Safety Survey: Qualitative research on experiences of sexual harassment and sexual assault among university students in 2021. Melbourne: The Social Research Centre.

Universities Australia (2022). UOW Results, National Student Safety Survey (2022). Accessed at:
<https://documents.uow.edu.au/content/groups/public/@web/@ssd/documents/doc/uow272205.pdf>

https://assets.website-files.com/61c2583e4730c0d5b054b8ab/623ba530bc6676dfcdb1d5dc_2021%20NSSS%20National%20Report.pdf

https://assets.website-files.com/61c2583e4730c0d5b054b8ab/623ba52f5687af0a108ac8ae_2021%20NSSS%20Qualitative%20Report.pdf

https://medicalschoo.anu.edu.au/files/Bullying%20Sexual%20Harassment%20and%20Discrimination%20Guideline_2022_Final.pdf?fbclid=IwAR3MyrRYjd48-mvHTJd-gm6DfM8LSUWe_ybN28mcs_CkyV8EPCZkCstr5xM

<https://medicaldeans.org.au/no-place-for-bullying-in-modern-medical-training-university-of-otago/>

<https://www.nsw.gov.au/family-and-relationships/make-no-doubt>

Tara Passlow and Anna Kynaston Last updated February 2023