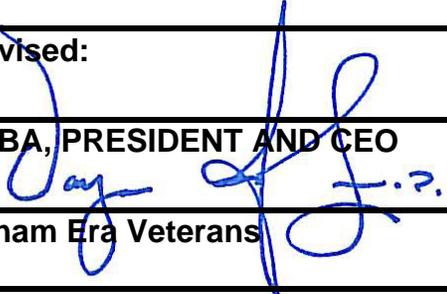


 POLICIES	Page 1 of 2
	Effective Date: July 1, 2011
Retired:	Revised:
Approved by: WAYNE J. RILEY, M.D., MPH, MBA, PRESIDENT AND CEO 	
Subject: Human Resources - Disabled or Vietnam Era Veterans	

PURPOSE: To ensure equal employment opportunity without regard to veteran status in accordance with the Vietnam Era Readjustment Assistance Act of 1974.

POLICY: Meharry Medical College provides affirmative action and equal employment, educational opportunities, and all public services in a nondiscriminatory manner to qualified disabled veterans and veterans of the Vietnam Era. All recruitment, personnel policies and practices, administration of student services, and related services will be reviewed by the EEO/AA Officer to ensure the effectiveness of our non-discriminatory practices towards disabled veterans and Vietnam-Era veterans.

Disabled Veteran- a person entitled to disability compensation under laws administered by the Veteran's Administration for disability rated 30% or more, or a person whose discharge or release from active duty was for a disability incurred or aggravated in the line of duty.

Qualified Disabled Veteran- a disabled veteran as defined by federal regulations who is capable of performing a particular job with reasonable accommodation to his or her disability.

Veteran of the Vietnam Era- a person who served on active duty for a period of more than 180 days with at least a portion of that service occurring between August 5, 1964 and May 6, 1975 as long as the person did not receive a dishonorable discharge.

Reasonable accommodations shall be made of those with physical and mental limitations, of an employee or applicant unless such accommodation would impose an undue hardship on the conduct of the College's business.

Information obtained about an applicant's or employee's physical or mental condition prior to employment through the medical examination for employment shall be kept confidential except with the following exceptions:

- Supervisors and managers may be informed regarding any accommodations and/or restrictions on the work or duties of disabled veteran individuals.
- Government officials investigating compliance with the Act shall be informed.

Effective Date: July 1 , 2011

Subject: Disabled or Vietnam Era Veterans

The Associate Vice President of Human Resources or designee is responsible for sending all suitable employment openings to appropriate recruitment sources.

The EEO/AA Officer is responsible for:

- Ensuring all notices pertaining to the employment and advancement of qualified disabled veterans and veterans of the Vietnam-era are posted in conspicuous places and are available to all employees and applicants.
- Reviewing on a regular basis all physical and mental job qualifications to ensure that qualifications and requirements do not tend to screen out qualified disabled veterans and veterans of the Vietnam-era and that they are consistent with business necessity and the safe performance of the job.