To: Chiefs, Vice Presidents, Program Directors, and Administrative Directors

From: Kevin Churchwell, MD        Jean Emans, MD,

Re: Boston Children’s Hospital’s Guidelines for Department/Division Events

Boston Children’s Hospital (BCH) appreciates that department and program events may include skits and other activities that are humorous and entertaining. It is the hospital’s responsibility to ensure that these activities are in good taste and respectful to the general audience. In addition, the Accreditation Council for Graduate Medical Education requires that residents and fellows demonstrate compassion, integrity, and respect for others and sensitivity and responsiveness to diversity in gender, age, culture, race, religion, disabilities and sexual orientation. Therefore, we ask that skits and similar activities performed at any hospital-related event follow the guidelines listed below:

- Skits and other types of activities and/or performances need to be culturally and diversity sensitive, and participants should ensure that these activities are not offensive, intolerant or disrespectful to anyone.
- Recorded skits and draft scripts should be sent to the Department/Division Chief, Residency/Fellowship Director, or Administrative Director one week prior to their presentation for approval.

As per Boston Children’s Hospital Standards of Conduct, the conduct below is unacceptable:

- Making hostile or disparaging communications and/or harassing or discriminating against patients, visitors, staff, or other employees on the basis of race, color, national origin, ethnicity, religion, sex, age, sexual orientation, disability, protected veteran status, genetic information or any other legally protected class or violating the Hospital’s Personnel Policy: Sexual Harassment and Discrimination.

Any violation of Boston Children’s Hospital policies may result in disciplinary actions.

If you have any questions, please contact Elliot Melendez, M.D. in Medicine Critical Care and Tri-chair of the Hospital’s Respectful Interaction Working Group of the Diversity and Cultural Competency Council (DCCC) at Elliot.melendez@childrens.harvard.edu.