

<b>TRAINING PROGRAM POLICY</b> for <b>Michigan Medicine/VA Ann Arbor Healthcare System</b> <b>Network of Postdoctoral Programs in Psychology</b>		
<b>Grievance Policy</b>		
Date Initiated: 09/01/2012	Last Revision: 01/10/2020	PTC Approved: 02/12/2020

**PURPOSE**

This policy was created to outline the procedures for postdoctoral fellows to file grievances in the Michigan Medicine/VA Ann Arbor Healthcare System (MM/VAAAHS) Network of Postdoctoral Programs in Psychology.

**PROCEDURE**

Postdoctoral training in the Michigan Medicine/VAAAHS Network is an intensive collaborative enterprise that relies upon the good faith effort of both faculty and fellows. It involves respectful and candid cooperation and interaction between the parties, and demands at all times the honoring of the qualities and differences that characterize us as people; and led us to a profession where these unique parts of personhood represent not only salient features in our work, but elements of humanity to be celebrated.

Yet it is inevitable in such close and sensitive professional work that differences of opinion, dislikes, or even disputes may occur. This is to be expected rather than feared, and the ways in which we deal with problems mark our growth as people and professionals. We prefer as a psychological community to deal with conflict in a spirit and framework of alternative dispute resolution (ADR).

No issue giving rise to a feeling of having been misunderstood or mistreated is out of bounds for attention in this training program. Faculty are required to deal promptly and affirmatively with issues or problems they may have with fellows. Fellows who have issues or problems with each other are encouraged to utilize the Training Program Directors as needed as a resource if they cannot work out differences informally.

Similarly, fellows are enjoined to deal with their concerns in a forthright and candid way. The Training Program Director (and, when appropriate, the Network Director) will respond in a timely manner and appropriately to support efforts to deal with problems. It is their responsibility to ensure that the environment for grievance resolution is free from rancor, personal animus, fear, or reprisal.

It should be noted that Fellows are free to communicate to the Residency Accreditation Authority, the American Psychological Association Commission on Accreditation in confidence at any point in the process.

We operate in the following framework:

Step One – Supervisor/Fellow level (informal)

Fellow or faculty member will bring the problem, issue, or grievance to the attention of the fellow’s clinical supervisor, faculty mentor, or the relevant Training Program Director (Clinical Psychology (Adult), Clinical Child, or Clinical Neuropsychology). The party bringing the problem, issue, or grievance to bear has the responsibility to communicate the nature of the complaint, its origins and duration as they know them, and what possible actions might be responsive. If the parties can agree on responses, steps, or adjustments to be made, no further

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action is needed. The complainant communicates the problem and its resolution informally to the relevant Training Program Director. The Training Program Director will inform the Network Director of the resolution.

Step Two – Fellow/Training Program Director level (formal)

If step one is unsuccessful, the complainant will submit the grievance in written summary form with appropriate qualifying or explanatory information to the relevant Training Program Director. The Training Program Director will have five working days to meet with the parties involved individually and conduct the fact finding needed. Based upon this information, the Training Program Director will meet with the parties together and issue a finding and recommendations to the parties within 15 working days of the issuance of the complaint. The Training Program Director will inform the Network Director of the resolution.

Step Three – Consortium Psychology Training Committee (PTC) level (formal)

If step two is unsuccessful, the Training Program Director will submit the material to the Network Psychology Training Committee (PTC). The PTC will elect a *Chair pro tempore* to manage the deliberations (eligibility for the Network Director to serve as *Chair pro tempore* depends on level of involvement in Step 2). Neither the relevant Training Program Director nor the parties will be privy to this set of deliberations, except as invited by the committee to elicit information. The *Chair pro tempore* will issue findings and recommendations on behalf of the PTC within 20 days of the issuance of the complaint.

Step Four – Department Chair/Chief of Staff (formal)

If step three does not resolve the grievance, the *Chair pro tempore* of the PTC that reviewed the complaint will refer the matter to either the Psychiatry Department Chair (for Michigan Medicine postdoctoral fellows) or the Associate Chief of Staff for Education (ACOS), VAAHS (for VAAHS postdoctoral fellows). The institutions (through the Department Chair or ACOS) will address the complaint. Recommendations from the Department Chair/ACOS will be issued within 20 days of issuance of the complaint.

Step Five – Institutional Graduate Psychology Education Committee (GPEC) and Graduate Medical Education (GME) Office (formal – for Michigan Medicine fellows only)

Once all reviews and appeals have been exhausted according to intradepartmental policies and procedures, the complainant may appeal to the Institutional Graduate Psychology Education Committee, according to procedures outlined in the Institutional Educational Grievance policy [include link]. Recommendations issued by the Associate Dean for Graduate Medical Education will be final and binding on all parties.