



American Cannabis Nurses Association

Harassment Policy

Adopted: 2020

<https://www.cannabishnurses.org>



American Cannabis Nurses Association

Harassment Policy

The American Cannabis Nurses Association (ACNA) rejects all forms of harassment and discrimination, including and especially, racism, as it is destructive to the organization's mission, vision, values, and goals.

Our professional organization is dedicated to advancing excellence in cannabis nursing practice through advocacy, collaboration, education, research and policy development. To that end, we hereby declare our organization to be anti-racist.

Anti-racism is the practice of identifying, challenging, and changing the values, structures, and behaviors that perpetuate systemic racism.

Harassment is any form of intimidation or oppressive treatment, including physical, written, or verbal threats, as well as inappropriate physical contact or unwelcome sexual attention and other activity that causes personal alarm or distress. This includes jokes, pranks, words or signs.

Discrimination is described as hate activity based on age, ancestry, citizenship, creed (religion), colour, disability, ethnic origin, gender identity, political affiliation, race, sex, sexual orientation, cannabis consumption, or any other personal characteristic.

Unprovoked and untrue accusations and falsely reporting harassment or discrimination using racial profiling or race based falsities is a violation and form of baseless complaint. Baseless complaints, while not anticipated are not acceptable. The ACNA considers these actions a violation of our harassment, discrimination and anti-racist policy.



American Cannabis Nurses Association Harassment Policy (cont.)

This policy applies to all ACNA members, attendees, students, guests, staff, contractors, exhibitors, and participants in any annual meetings, social media, social events, or other sponsored ACNA activities.

The American Cannabis Nurses Association (ACNA) seeks to provide an open, inclusive environment for all. Such an environment must be free from harassment, discrimination, racism or retaliation against individuals reporting such incidents.

Harassment, discrimination and racism complaints are based on whether the behavior was welcome by the receiver and not the intent of the behavior by the offender. As such, retaliation against anyone filing a complaint is unacceptable.

The American Cannabis Nursing Association (ACNA) expects its members to meet the highest ethical and professional standards in their actions, in their use of authority, and in their dealings with others. By joining as a member of ACNA, you agree to abide by these standards in support of the organization.

The ACNA has a zero tolerance policy and Code of Conduct in place and may immediately withdraw or deny access to ACNA activities to any individual or entity engaging in harassing or discriminatory behavior without refund of registration fees or other costs. Offenders may also be sanctioned by exclusion from future ACNA events and membership in the association can be revoked indefinitely. If crimes are alleged, law enforcement will be contacted.



American Cannabis Nurses Association Harassment Policy (cont.)

To report harassment in any ACNA-associated event or venue, please contact Executive Director Kim Charland at info@cannabisnurses.org or any member of the current ACNA Executive Committee or Board leadership. Our priority will be to provide immediate assistance in securing safety for impacted individuals. All complaints will be reviewed promptly and action will be swift.

Process

Situations where there has been an accusation of harassment are extremely sensitive and often complex. At all times, the emotional and physical safety of the complainant is paramount, and this may involve taking steps that are not outlined herein. In general, however, the following process should be taken:

- Complaint Received
- Mediated and/ or Investigated
- Action
- Appeal



American Cannabis Nurses Association Process (cont.)

Complaint: In order to make an official complaint, a complainant should contact the Executive Director. If the Executive Director is the focus of the complaint, the President of the association should be contacted. From here, there are three (3) possible actions:

- **No Action:** The behavior is not found to be harassment, and the complainant agrees.
- **Resolve:** If the harassment is subtle or mild and the complainant agrees, the complaint is resolved informally with the assistance of appointed Board leaders.
- **Refer:** If the complaint represents moderate or severe harassment or if the incident involves an abuse of power, then the Executive Director notifies the President and Advocacy Diversity and Inclusion Committee Chair and the complaint is referred to mediation, investigation or, in extreme circumstances, law enforcement.

Mediate: The alleged harasser will be advised of the complaint, if this has not already happened. A mediator will be chosen by Board leadership and confirmed provided the parties to the complaint agree. In the case where there is no agreement, alternative names will be considered. Mediation takes place and the situation is resolved to the satisfaction of both parties. If no agreement for either a name or process is secured, then the case is referred to investigation.



American Cannabis Nurses Association Process (cont.)

Investigate: Where, for whatever reason, the complaint remains unresolved, then the complaint is referred to the Advocacy Diversity and Inclusion Committee Chair Committee for investigation. A specific member of the committee will be appointed lead for the investigation. The investigator will conduct a thorough and unbiased investigation and provide a written report, including recommendations for action, to the Executive Board and Executive Director. The leadership will make a decision as to the appropriate action.

Action: When considering the appropriate action, the leadership will consider the evidence, the nature of the harassment, whether physical contact was involved, whether the situation was isolated, and whether there was an abuse of power.

Actions may include (depending on member, employee or volunteer):

- Verbal or written apologies
- A letter of reprimand or suspension
- A referral to counseling
- Demotion
- Termination of employment, volunteer activity and/or membership
- Removal from committees
- Removal from elected position
- Denial of membership renewal
- Removal from ACNA affiliated social media platforms and forums
- Referral to law enforcement or other legal authorities
- Other sanctions



American Cannabis Nurses Association Process (cont.)

Appeal

Either the complainant or alleged harasser may, within thirty (30) days of being notified of the action, submit an appeal, in writing, to the Board of Directors of the ACNA. In the event that the Board of Directors determine that further investigation is required, any additional findings shall be disclosed to the parties, who will be provided with an opportunity to respond. The Board will then review the record and determine whether or not a violation of the ACNA policy has occurred.

Confidentiality

Complaints of harassment will be received and investigated in a confidential manner in accordance with the procedures, including prescribing corrective action. Information that must be shared will be disclosed on a need-to-know basis.